



## BOARD OF TRUSTEES

**Bob R. Covey, President**      **Don Ryan, Vice President**      **Debbie Blackshear, Secretary**  
**Julie Hinaman, Trustee**      **Tom Jackson, Trustee**      **Dr. John Ogletree, Jr., Trustee**      **Gilbert Sarabia, Trustee**

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## BOARD MEETING DATES

### COMMITTEE-OF-THE-WHOLE-MEETING

Thursday, February 6, 2020, 6:00 p.m.  
ISC Boardroom

### REGULAR BOARD MEETING

Monday, February 10, 2020, 6:00 p.m.  
ISC Boardroom

## AGENDA

The Cypress-Fairbanks Independent School District Board of Trustees will convene in a Committee-of-the-Whole Meeting on Thursday, February 6, 2020, and a Regular Meeting on Monday, February 10, 2020, in the Boardroom of the Cypress-Fairbanks Independent School District Instructional Support Center, located at 10300 Jones Road, Houston, Texas.

The items on this agenda do not necessarily have to be handled in the order listed on this notice.

If, during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to any item included in this notice, then such closed session as authorized by Section 551.001 of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 through 551.084, of the Open Meetings Act.

The presiding officer will present the following agenda:

### Call to Order

- The presiding officer will call the meeting to order.
- There will be an invocation.
- There will be the Pledge of Allegiance to the Flag.

### Vision Statement

The District’s vision is formed from the acronym LEAD – to **L**earn, **E**mpower, **A**chieve, **D**ream ... **LEAD**

### Mission Statement

The District shall maximize every student’s potential through rigorous and relevant learning experiences preparing students to be 21<sup>st</sup> century global leaders.

## **1. RECOGNITIONS**

- A.** The superintendent will make remarks and announcements including the honors and achievements earned by staff and students in recent weeks.

Presenter: Dr. Mark Henry

## **2. PUBLIC COMMENTS**

- A.** Patrons who have duly registered per policy BED (Local) may address the Board and make public comments on an agenda item during or before the board's consideration of the item. The Board may allow public comment on agenda items at all meetings. The Board will continue with the remaining agenda after the registered patrons have had an opportunity to speak. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD Boardroom.)

Presenter: Leslie Francis

## **3. BOARD COMMENTS**

- A.** Any Board member may make a comment during this portion of the agenda, without prior posting being required. Comment items may not pertain to the character of any students, staff or Board member and may not be discussed or deliberated upon at this meeting.

Presenters: Board Members

## **4. CITIZEN PARTICIPATION**

- A.** Patrons who have duly registered per policy BED (Local) may address the Board regarding matters of concern/interest to the district, other than the character of any student, staff or Board member. The Board may not act upon any matter that is not listed under the action item portion of the agenda. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD Boardroom.)

Presenter: Leslie Francis

## **5. REPORTS**

- A.** William Gumbert will provide a report on the Impact of Privately-Operated Charter Schools.

Presenter: William Gumbert

- B.** The Human Resources department will provide an oral report on the 2019-2020 Board Monitoring System Human Capital Goal Objective 3.

Presenters: Dr. Deborah Stewart, Chairita Franklin

- C.** The administration will provide a report on the progress of the 2014 and 2019 Bond Programs.

Presenters: Dr. Mark Henry, Matt Morgan, Paula Ross, Bill Powell, Becky Cook, Karen Smith, Leslie Francis

## 6. ACTION ITEMS – CONSENSUS

The following items may be considered at both the Committee-of-the-Whole Meeting and the Regular Board Meeting.

- A. The Board will consider approving the tax refunds of \$500 or greater for Cypress-Fairbanks I.S.D.

Presenter: Karen Smith

*Refunds greater than \$500.00 for Cypress-Fairbanks I.S.D. are required to be approved by the Board of Trustees under Property Tax Code Sec. 31.11 - Refunds of overpayment or erroneous payments. This month's refunds are \$ 22,230.39*

- B. The board will consider approving the minutes of the January 16, 2020 Regular Board Meeting.

Presenter: Holly Reichert

## 7. ACTION ITEMS - NON-CONSENSUS

The following items may be considered at both the Committee-of-the-Whole Meeting and the Regular Board Meeting.

- A. The Board will review and consider adoption of revised Board Operating Guidelines outlining the duties of a public officer. [This item may be discussed in closed session pursuant to Section 551.074.]

Presenter: Bob Covey

- B. The Board will consider approving the budget amendments for the period of October 1, 2019 through December 31, 2019.

Presenter: Karen Smith

- C. The Board will consider approving on first reading additions, revisions or deletions to district policies:

Presenters: Marney Collins Sims, Karen Smith, Roy Sprague

### 1. BE (LOCAL) Board Meetings (Revise)

*A recommended revision at Notice to Members reduces the notice to the board to one hour before an emergency meeting to align with the changes from SB 494. The district's locally developed text throughout the policy, including text at Board Work Session and Board Member Comment, has been retained.*

### 2. CDA (LOCAL) Other Revenues: Investments (Revise)

*HB 2706 allows investment of bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act and in accordance with relevant statutory provisions and the district's local investment policy. Based on these new provisions, the policy revisions authorize investment of bond proceeds and pledged revenue to the extent allowed by law but clarify that bond proceeds may not be invested in no-load mutual funds. Governmental Accounting Standards Board (GASB) Statement No. 84 revised terminology from "agency" funds to "custodial" funds to avoid confusion, prompting a conforming change to this policy.*

### **3. CH (LOCAL) Purchasing and Acquisition (Revise)**

*To address the need for the district to have purchasing procedures on a variety of state and federal laws as recommended by TEA, new policy text requires the superintendent to develop appropriate procedures. Please note that BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees as permitted by law; therefore, references to the superintendent's designee have been removed throughout.*

**D.** The Board will consider approving on second reading additions, revisions or deletions to district policies:

Presenters: Roy Garcia, Marney Collins Sims

#### **1. CKC (LOCAL) Safety Program/Risk Management: Emergency Plans (Revise)**

*Recommended revisions are to comply with new requirements for the district's emergency operations plan (EOP) to include "policies" on responding to an active shooter (HB 2195) and access to campus buildings and materials necessary for a substitute teacher to carry out his or her duties during an emergency or emergency drill (SB 11). The policy text affirms that the district's procedures on these topics will be included in the EOP.*

#### **2. CKE (LOCAL) Safety Program/Risk Management: Security Personnel (Revise)**

*Recommended revisions are to address SB 1707, which prohibits district peace officers from being assigned routine student discipline or school administrative tasks. An affirmative statement to this effect has been added at Police Authority, along with a few other revisions to that section of the policy.*

#### **3. EHBAF (LOCAL) Special Education: Video/Audio Monitoring (Revise)**

*Recommended revisions to this local policy on video and audio monitoring of special education classrooms are from revised Administrative Code rules effective January 31, 2019. Changes include:*

- *Clarification that requests for cameras to be installed the following school year must be in writing;*
- *At Installation and Operation, the addition of an affirmative statement that the district must operate the cameras during the instructional day at all times when "one or more" students are in the classroom;*
- *The revision of language regarding areas used for changing a student's clothes to match language in the rules, also at Installation and Operation;*
- *The reference to "release" of video recordings to specified individuals at Confidentiality of Recordings; and*
- *At Complaints, new provisions addressing the ability of a parent, staff member, or district administrator to request an expedited review of certain complaints by the Texas Education Agency.*

#### **4. FFAA (LOCAL) Wellness and Health Services: Physical Examinations (Revise)**

*Recommended revisions to this local policy on physical examinations are to address a new UIL rule requiring students who are participating in marching band to receive a pre-participation physical in accordance with the schedule established by the UIL. The policy revisions broaden current language to accommodate future changes to UIL rules and also allow the superintendent to designate other extracurricular programs for which*

*the district will require physicals. Further information on the new UIL rule is available at [https://www.uil texas.org/files/music/Marching\\_Band\\_Physical\\_Exam\\_FAQ.pdf](https://www.uil texas.org/files/music/Marching_Band_Physical_Exam_FAQ.pdf).*

#### **5. FFB (LOCAL) Student Welfare: Crisis Intervention (Add)**

*This new local policy is recommended to address SB 11, which requires boards to adopt policy and procedures regarding threat assessment and safe and supportive teams. The district's policies and procedures must be consistent with the model policies and procedures developed by the Texas School Safety Center (TxSSC). TASB collaborated with the TxSSC to develop this policy, which addresses the following elements:*

- Delegation to the superintendent to ensure that a team is established to serve each campus;*
- Appointment of team members by the superintendent, as required by law;*
- Training requirements for the team;*
- Authorization for any member of the team or a district employee to act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly;*
- Development of procedures as recommended by the TxSSC;*
- A high-level outline of the threat assessment process, including specific actions required by the team in various circumstances;*
- Mental health referrals by the team;*
- The requirement for the team to provide guidance to students and district employees on recognizing and reporting behavior of concern; and*
- Required reports to TEA.*

#### **6. FFBA (LOCAL) Crisis Intervention: Trauma-Informed Care (Add)**

*This new policy is recommended to address SB 11, which requires a policy on trauma-informed care. The details of the district's trauma-informed care program must be included in the district improvement plan. The policy makes reference to the elements required to be addressed in the district's program:*

- Increasing staff and parent awareness of trauma-informed care, including required training for educators; and*
- Available counseling options for students affected by trauma or grief.*

*The policy also affirms that the district shall report to TEA on compliance with the training provisions.*

#### **7. FL (LOCAL) Student Records (Revise)**

*To assist with implementing the district's safe and supportive school program as required by SB 11, a recommended revision at Access by School Officials clarifies that a person appointed to a team that supports the safe and supportive school program is considered a "school official" who may access student records if the person has a legitimate educational interest in the records. Please note that because BJA(LOCAL)*

*permits the superintendent to delegate responsibilities to other employees, we have removed language referring to the superintendent's designee.*

**8. GBAA (LOCAL) Information Access: Requests for Information (Revise)**

*SB 494 permits the board of a district impacted by a catastrophe to temporarily suspend the Public Information Act. Recommended local policy text delegates to the superintendent the authority to approve the initial suspension period of up to seven consecutive days and provide the required notices to the attorney general and public. If an extension of the initial suspension period is needed, the law requires the board to determine that it is still impacted by the catastrophe, so the local policy text requires the board to approve an extension.*

**9. GRA (LOCAL) Relations with Governmental Entities: State and Local Governmental Authorities (Revise)**

*Minor change to this policy is to clarify that outside law enforcement is able to speak with a student regarding a child abuse investigation only if they are speaking to the student who is the subject of the investigation.*

- E.** The Board will consider a waiver for full-day prekindergarten for the 2019-2020 school year and any prekindergarten partnership proposals with private providers for the 2019-2020 school year.

Presenters: LaTisha Bard

*Cypress-Fairbanks ISD began utilizing the Early Education Allotment funds to provide full-day prekindergarten services to all qualifying students beginning on January 6, 2020. Early Education Allotment funds were utilized to provide salaries and materials.*

- F.** The Board will consider awarding bids and contracts and/or authorizing purchase orders as recommended in the posted agenda item.

Presenters: Bill Powell, Paula Ross

- 1.** Purchase: CFISD Metal Detectors  
Budget: Bond Funds  
Est. Amount: \$957,983.00  
To: Dowley Security Systems

*This recommendation is for Dowley Security Systems to provide walk-through metal detectors and accessories. The units will be deployed at CFISD High Schools & Middle Schools along with the Berry Center & Pridgeon Stadium.*

- 2.** Purchase: Cyber Recovery Vault  
Budget: 2014 Technology Bond Funds  
Est. Amount: \$442,520.01  
To: Unique Digital, Inc.

*This recommendation will provide another level of protection as part of the District's cybersecurity initiative that will restore and protect mission critical applications from malicious attacks.*

- G.** The Board will consider approving construction proposals and contracts paid from Bond Funds to the recommended contractor and authorize the Superintendent or designee to execute all necessary documents related to such contract as follows:

Presenter: Roy Sprague

1. Proposal: 2019 Keith, Lowery, McFee, Pope and Rennell ES Renovations
- Budget: Bond Funds
- Award: \$11,925,500
- To: DivisionOne Construction

*This construction contract will be funded from Bond Funds.*

- H.** The Board will consider approving a site lease agreement with Crown Castle for the installation of a cell tower at Cypress Ranch High School and authorize the Superintendent or designee to negotiate the final terms and conditions and execute all documents.

Presenter: Roy Sprague

*We are asking the Board to approve a site lease agreement for the installation of a new cell tower and authorize the Superintendent or Designee to negotiate the final terms and conditions and execute all related documents. The demand for added data and cell service resulting from our growing community continues to impact the capacity of these communication systems, which can negatively affect our emergency response time and services during any crisis event. The installation of a new cell tower is needed at Cypress Ranch High School to provide additional cell coverage for AT&T and First Net customers to improve the cell communication services in the surrounding area of Anthony MS, Rennell ES and the Cypress Ranch HS multi-campus complex. This tower will be installed adjacent to the existing flagpole cell tower at Cypress Ranch High School located by the baseball field.*

*By adding this tower, it will benefit our district as well as our communities to provide a very reliable and solid communication network in place to continue to support our growing district needs, especially during emergency events, as well as provide a continued revenue source for the term of the lease agreement. In addition, once the tower is operational, it will allow the CFISD Police Department to switch its Verizon service to the First Net service which will result in the district saving approximately \$24,000 per year.*

## **8. SUPERINTENDENT'S BRIEFING**

The following items may be considered at both the Committee-of-the-Whole Meeting and the Regular Board Meeting.

- A.** The superintendent will provide information regarding district events and items of community interest.

Presenter: Dr. Mark Henry

## **CLOSED SESSION**

There will be a closed session in accordance with Government Code Section 551.001 et. seq.

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
- For the purpose of consultation with the district's attorney concerning matters on which the attorney's duty to the district under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings laws.
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
- Section 551.076 To consider the deployment, or specific occasions for implementation, of security personnel or devices.
- Section 551.0821 For the purpose of deliberating a matter regarding a public-school student if personally identifiable information about the student will necessarily be revealed.
- Section 551.082 For the purpose of considering discipline of a public-school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by section 13.901 of the Texas Education Code.
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.



## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                                 |                                                |
|-------------------------------------------------|------------------------------------------------|
| <input checked="" type="checkbox"/> RECOGNITION | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT            | <input type="checkbox"/> WRITTEN REPORT        |
| <input type="checkbox"/> ACTION                 | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING               | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING         | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Dr. Mark Henry

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**Prepared by:** Holly Reichert

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**AGENDA ITEM:**

The superintendent will make remarks and announcements including the honors and achievements earned by staff and students in recent weeks.

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

Goal 3: C-1 Continue publicizing news of student and staff accomplishments.

**BACKUP: YES**

# SUPERINTENDENT'S HONORS & ACHIEVEMENTS

## February 10, 2020

### 1. Annual Food Tasting

On **January 30<sup>th</sup>**, approximately **600 students** and **community members** enjoyed various foods made by potential CFISD vendors at the **Annual Food Tasting** event at the **Berry Center**. These vendors provided input on new products available for school lunches and breakfast. Visitors toured the various booths in the conference center, then provided feedback on each item by filling out an evaluation sheet. The theme of the event was "**Lone Star State**"

### 2. 2019 Dance Show Offs

Dance teams from 12 **CFISD high schools** showcased their talents at the **2020 CFISD Dance Show Offs** on **January 23<sup>rd</sup>** at the **Berry Center**. Each dance team performed two routines at the event, which kicked off with a performance by the **All-District Dance Team**. Dancers gave solo and ensemble performances. The community showcase featured approximately **580 participants** districtwide.

### 3. See to Succeed Initiative

CFISD teamed with the City of Houston Health Department's **See to Succeed** program for a fifth consecutive year, providing free comprehensive exams and eyewear to approximately 1,500 students from **Jan. 13<sup>th</sup> -17<sup>th</sup>** at the **Berry Center**. CFISD collaborated with the program to provide lunch and transportation to the Berry Center for free eye exams and eyewear. The **See to Succeed** program partners include the Houston Health Department, University of Houston, San Jacinto College, Berkeley Eye Center, Essilor Vision Foundation, OneSight, public and private schools, as well as community volunteers from across the Houston area.

### 4. Athletics

The **Cypress Woods High School** boys' and girls' swim teams claimed the District **18-6A** championships for the fourth year in a row while the **Cy-Fair High School** girls' and **Bridgeland High School** boys' teams won the District **17-6A** titles. The meets were held Jan. 24 (18-6A) and Jan. 25 (17-6A) at the CFISD Natatorium.

# **SUPERINTENDENT'S HONORS & ACHIEVEMENTS**

## **February 10, 2020**

### **5. Administrative Assignments**

We recently selected **two new Principals**. I will turn it over to **Roy Garcia** for the introduction.

**Rebecca Mendez** – New Principal for **Holbrook Elementary School**

**Hoang Pham** – New Principal for **Dean Middle School**

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

**AGENDA ACTION SHEET**

- RECOGNITION
- CITIZEN PARTICIPATION
- DISCUSSION
- BRIEFING
- PUBLIC COMMENTS
- WRITTEN REPORT
- PUBLIC HEARING
- TRAINING

- BOARD COMMENTS
- ORAL REPORT
- ACTION

**PRESENTER(S): Leslie Francis**

**PREPARED BY: Holly Reichert**

<b>AGENDA ITEM:</b>
<p>Patrons who have duly registered per policy BED (Local) may address the Board and make public comments on an agenda item during or before the board’s consideration of the item. The Board may allow public comment on agenda items at all meetings. The Board will continue with the remaining agenda after the registered patrons have had an opportunity to speak. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD Boardroom.)</p>
<b>SUGGESTED MOTION:</b>
<b>FUNDING SOURCES/CLARIFICATION:</b>
<b>BOARD GOAL ADDRESSED:</b>
(Choose Goal)
<b>BACKUP: NO</b>



# AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- RECOGNITION       BOARD COMMENTS
- ORAL REPORT       WRITTEN REPORT
- ACTION       DISCUSSION
- BRIEFING       CITIZEN PARTICIPATION
- PUBLIC HEARING       TRAINING

**Presenter(s):** Board Members  
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**Prepared by:** Holly Reichert  
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**AGENDA ITEM:**

Any Board member may make a comment during this portion of the agenda, without prior posting being required. Comment items may not pertain to the character of any students, staff or Board member and may not be discussed or deliberated upon at this meeting.

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

**BACKUP: NO**

## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                         |                                                           |
|-----------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> RECOGNITION    | <input type="checkbox"/> BOARD COMMENTS                   |
| <input type="checkbox"/> ORAL REPORT    | <input type="checkbox"/> WRITTEN REPORT                   |
| <input type="checkbox"/> ACTION         | <input type="checkbox"/> DISCUSSION                       |
| <input type="checkbox"/> BRIEFING       | <input checked="" type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> TRAINING                         |

**Presenter(s):** Leslie Francis  
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**Prepared by:** Holly Reichert  
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**AGENDA ITEM:**

Patrons who have duly registered per policy BED (Local) may address the Board regarding matters of concern/interest to the district, other than the character of any student, staff or Board member. The Board may not act upon any matter that is not listed under the action item portion of the agenda. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD Boardroom.)

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

Goal 3-A Community Relations

**BACKUP: NO**



# AGENDA

## BOARD MEETING: JANUARY 2020

Monday  Thursday

- RECOGNITION                       PUBLIC COMMENTS
- BOARD COMMENTS                 CITIZEN PARTICIPATION
- WRITTEN REPORT                  ORAL REPORT
- DISCUSSION                         PUBLIC HEARING
- ACTION                                 BRIEFING
- TRAINING                             ELECTION

**Presenter(s):** William Gumbert  
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**Prepared by:** Holly Reichert  
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<b>AGENDA ITEM:</b>
William Gumbert will provide a report on the Impact of Privately-Operated Charter Schools.
<b>SUGGESTED MOTION:</b>
Click or tap here to enter text.
<b>FUNDING SOURCES/CLARIFICATION:</b>
Click or tap here to enter text.
<b>BOARD GOAL ADDRESSED:</b>
(Choose Goal)
<b>BACKUP: NO</b>



## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday**  **Thursday**

- |                                                 |                                                |
|-------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION            | <input type="checkbox"/> BOARD COMMENTS        |
| <input checked="" type="checkbox"/> ORAL REPORT | <input type="checkbox"/> WRITTEN REPORT        |
| <input type="checkbox"/> ACTION                 | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING               | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING         | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Deborah Stewart  
Chairita Franklin  
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**Prepared by:** D. Stewart and C. Franklin

**AGENDA ITEM:**

The Human Resources department will provide an oral report on the 2019-2020 Board Monitoring System Human Capital Goal Objective 3.

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

Goal 3: Human Capital – The district will recruit, develop and retain highly qualified and effective personnel reflective of student demographics.

**BACKUP: NO**





## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                                 |                                                |
|-------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION            | <input type="checkbox"/> BOARD COMMENTS        |
| <input checked="" type="checkbox"/> ORAL REPORT | <input type="checkbox"/> WRITTEN REPORT        |
| <input type="checkbox"/> ACTION                 | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING               | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING         | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Mark Henry, Matt Morgan,  
Paula Ross, Bill Powell,  
Becky Cook, Karen Smith  
and Leslie Francis

**Prepared by:** Nina Flores

**AGENDA ITEM:**

The administration will provide a report on the progress of the 2014 and 2019 Bond Programs.

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

**BACKUP: NO**

## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Karen Smith

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**Prepared by:** Denise Shurbet

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**AGENDA ITEM:**

The Board will consider approving the tax refunds of \$500 or greater for Cypress-Fairbanks I.S.D.

**SUGGESTED MOTION:**

I move that the Board approve the report for CFISD tax refunds of \$500 or greater in the amount of \$22,230.39

**FUNDING SOURCES/CLARIFICATION:**

Refunds greater than \$500.00 for Cypress-Fairbanks I.S.D. are required to be approved by the Board of Trustees under Property Tax Code Sec. 31.11 - Refunds of overpayment or erroneous payments. This month's refunds are \$ 22,230.39

**BOARD GOAL ADDRESSED:**

**Goal 5- Financial Management:** The district will exercise fiscal responsibility to maintain financial strength and provide the financial resources for the educational program and support needs.

**BACKUP: YES**

01/29/2020 11:57:42  
 TN536 SELECTION SEQUENCE 3396456  
 OVERPAYMENT REFUNDS  
 PRODUCTION .. MARKED IN TRANSIT

TAX COLLECTION SYSTEM  
 REFUNDS SELECTED REPORT  
 FROM: 01/01/2019 TO: 01/29/2020

MINIMUM DOLLAR AMOUNT: \$500

ACCOUNT NUMBER	UNP	TOT	YEAR	UNIT	OWNER	NAME	SUIT REC TYPE	DEPOSIT RECEIPT	DATE	REMITTANCE#	STAT	AMOUNT	REFUND REASON(S)
027-256-000-0118			2019	8001	CAMACHO	JUAN M	TL	RC200129	20200129	42884608	TR	5,326.90	
CHECK PAYEE: INTERCOASTAL SANDBLASTING AND PAINTING													
8622 TAUB RD							TRS 35B & 35F	NORTH HOUSTON GARDENS SEC 2		CHECK TOTAL:		5,326.90	
HOUSTON TX770646603													

FIDO # : 26862885  
 TOTAL AMOUNT DUE FOR ACCOUNT .00

038-290-001-0029			2019	8001	DIEHL	MARTIN J	TL	X191230	20191230	42660093	OK	1,943.56	
CHECK PAYEE: DIEHL MARTIN J													
11201 TODD ST							TR 29 BLK A	HAHLS SUBURBAN FARMS G		CHECK TOTAL:		1,943.56	
HOUSTON TX770551815													

TOTAL AMOUNT DUE FOR ACCOUNT .00

038-290-001-0096			2019	8001	DIEHL	MARTIN JOHN	TL	X191230	20191230	42660097	OK	2,670.05	
CHECK PAYEE: DIEHL MARTIN JOHN													
11201 TODD ST							TR 29A BLK A	HAHLS SUBURBAN FARMS G		CHECK TOTAL:		2,670.05	
HOUSTON TX770551815													

TOTAL AMOUNT DUE FOR ACCOUNT .00

19

042-040-000-0096			2019	8001	TRA	JOINT VENTURE	TL	LBM191218	20191218	42330866	LG	749.48	
CHECK PAYEE: TRA JOINT VENTURE													
C/O JOHN A DOCKRAY							TR 2J-1	ABST 188 J CLARKSON		CHECK TOTAL:		749.48	
426 INVERARAY RD													
VILLANOVA PA190851138													

TOTAL AMOUNT DUE FOR ACCOUNT .00

092-005-000-0007			2019	8001	HCFCD	BUYING TRIESCHMANN CHR	TL	T200109DJ	20200109	42467790	TR	2,978.38	
CHECK PAYEE: WELLS FARGO HOME MORTGAGE													
REGION 5 MAC X2302-04D							LT 7 BLK 3	WINDWOOD SEC 1 U/R		CHECK TOTAL:		2,978.38	
1 HOME CAMPUS													
DES MOINES IA503280001													

FIDO # : 00524472  
 TOTAL AMOUNT DUE FOR ACCOUNT 89.76

01/29/2020 11:57:42  
 TN536 SELECTION SEQUENCE 3396456  
 OVERPAYMENT REFUNDS  
 PRODUCTION .. MARKED IN TRANSIT

TAX COLLECTION SYSTEM  
 REFUNDS SELECTED REPORT  
 FROM: 01/01/2019 TO: 01/29/2020

MINIMUM DOLLAR AMOUNT: \$500

ACCOUNT NUMBER	UNP TOT YEAR UNIT OWNER NAME	APPR DIST #	SUIT REC TYPE	DEPOSIT RECEIPT DATE	REMITTANCE# STAT	AMOUNT	REFUND REASON(S)
102-311-000-0007	2019 8001 WOODWARD JAMES M	1023110000007	TL	19CF20WF0001 20191227 12/27/2019	42467790 PA	733.30	
	CHECK PAYEE:WELLS FARGO HOME MORTGAGE		LT 7 BLK 4		CHECK TOTAL:	733.30	
	REGION 5 MAC X2302-04D		TOWER OAKS MEADOWS SEC 2				
	1 HOME CAMPUS						
	DES MOINES IA503280001						

FIDO # : 00524472  
 TOTAL AMOUNT DUE FOR ACCOUNT .00

122-363-001-0008	2019 8001 PANGINDIAN APOLONIO & GRACE	1223630010008	TL	19CF20WF0001 20191227 12/27/2019	42467791 OK	2,725.29	
	CHECK PAYEE:WELLS FARGO HOME MORTGAGE		LT 8 BLK 1		CHECK TOTAL:	2,725.29	
	REGION 5 MAC X2302-04D		STONE GATE SEC 9				
	1 HOME CAMPUS						
	DES MOINES IA503280001						

FIDO # : 00524472  
 TOTAL AMOUNT DUE FOR ACCOUNT .00

124-811-002-0022	2019 8001 RON LAURA A	1248110020022	TL	RC200121 20200121 01/21/2020	42998053 TR	1,804.17	
	CHECK PAYEE:RON LAURA A		LT 22 BLK 2		CHECK TOTAL:	1,804.17	
	18030 WILLOW CLIFF LN		WESTGATE SEC 7				
	CYPRESS TX77433						

TOTAL AMOUNT DUE FOR ACCOUNT .00

139-790-003-0022	2019 8001 VAZQUEZ SAMUEL	1397900030022	TL	200103 20200103 01/03/2020	42845154 OK	3,299.26	
	CHECK PAYEE:SAMUEL VAZQUEZ		LT 22 BLK 3		CHECK TOTAL:	3,299.26	
			JASMINE HEIGHTS SEC 9				

FIDO # : 27913678  
 TOTAL AMOUNT DUE FOR ACCOUNT .00

TOTAL ALL ACCOUNTS 22,230.39

COUNT OF REFUND CHECKS 9

20

**CYPRESS-FAIRBANKS ISD**

**REFUND RECAP REPORT**

Run Date Time 01/29/2020 12:03:43

Request Seq: 3396463

536 Request Seq: 3396456  
Sort Order: Decreasing Amount

refund\_recap.rdf v1.2

Page #: 1 of 1

Account	Address		Amount
027-256-000-0118	INTERCOASTAL SANDBLASTING AND PAINTING 8622 TAUB RD HOUSTON , TX 77064-6603	CAMACHO JUAN M	5,326.90
139-790-003-0022	SAMUEL VAZQUEZ , -	VAZQUEZ SAMUEL	3,299.26
092-005-000-0007	WELLS FARGO HOME MORTGAGE REGION 5 MAC X2302-04D 1 HOME CAMPUS DES MOINES , IA 50328-0001	HCFCD BUYING TRIESCHMANN CHRISTINA	2,978.38
122-363-001-0008	WELLS FARGO HOME MORTGAGE REGION 5 MAC X2302-04D 1 HOME CAMPUS DES MOINES , IA 50328-0001	PANGINDIAN APOLONIO & GRACE	2,725.29
038-290-001-0096	DIEHL MARTIN JOHN 11201 TODD ST HOUSTON , TX 77055-1815	DIEHL MARTIN JOHN	2,670.05
038-290-001-0029	DIEHL MARTIN J 11201 TODD ST HOUSTON , TX 77055-1815	DIEHL MARTIN J	1,943.56
124-811-002-0022	RON LAURA A 18030 WILLOW CLIFF LN CYPRESS , TX 77433	RON LAURA A	1,804.17
042-040-000-0096	TRA JOINT VENTURE C/O JOHN A DOCKRAY 426 INVERARAY RD VILLANOVA , PA 19085-1138	TRA JOINT VENTURE	749.48
102-311-000-0007	WELLS FARGO HOME MORTGAGE REGION 5 MAC X2302-04D 1 HOME CAMPUS DES MOINES , IA 50328-0001	WOODWARD JAMES M	733.30

Count of Refund Checks: 9

Total Amount: 22,230.39



## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday**  **Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Holly Reichert  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Prepared by:** Holly Reichert  
 \_\_\_\_\_

**AGENDA ITEM:**

The board will consider approving the minutes of the January 16, 2020 Regular Board Meeting.

**SUGGESTED MOTION:**

I move that the board approve the minutes of the January 16, 2020 Regular Board Meeting.  
 \_\_\_\_\_ as prepared  
 \_\_\_\_\_ as corrected  
 \_\_\_\_\_ as amended

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

The Board shall maintain an official record of all transactions at public meetings in accordance with provisions of the Texas Government Code.

**BACKUP: YES**

**CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**JANUARY 16, 2020  
REGULAR BOARD MEETING MINUTES**

The Cypress-Fairbanks Independent School District Board of Trustees convened in Regular Session on Thursday, January 16, 2020, in the Boardroom of the Cypress-Fairbanks Independent School District Instructional Support Center, located at 10300 Jones Road, Houston, Texas.

**Call to Order**

Board President Bob Covey called the meeting to order at 6:00 p.m.

The following Board members were present: Debbie Blackshear, Bob Covey, Julie Hinaman, Tom Jackson, Dr. John Ogletree, Don Ryan and Gilbert Sarabia. All Board members were present.

**Special Recognitions**

Board President Covey recognized CLC members Leslie Martone and Frances Romero who were in the audience. Mr. Covey also recognized members from Boy Scout Troop 846: Gavin Varnau, Aiden Varnau and Joshua Moore.

**Invocation**

Reverend Dr. Israel Divine Kuyinu, Senior Pastor of Divine Mercy Assembly of God, led the invocation this evening.

**Pledge of Allegiance**

The Cypress Ridge High School AFJROTC cadets, under the direction of Lt. Col. Haider Kahn, Retired USAF, presented the colors for the meeting. Those cadets were Cadet Hanna Estrada, Cadet Darren Stokes, Cadet Christian Manzon and Cadet Mario Rivera.

**Vision and Mission Statement**

Board member Julie Hinaman read the District's Vision and Mission statement for the benefit of the audience.

Board President Covey announced that the Board would proceed with the **Recognitions** portion of the agenda.

**1. Recognitions**

- IA.** In honor of Texas School Board Recognition Month, the Superintendent will recognize the Cypress-Fairbanks ISD Board of Trustees for their dedication, leadership and continuing service to the children of the district.

Superintendent Dr. Mark Henry acknowledged and thanked the Board of Trustees then proceeded to introduce speaker Leslie Martone, Cy-Fair Houston Chamber of Commerce and speaker Frances Romero, Vice Chairman, CFISD Community Leadership Committee (CLC). After Ms. Martone and Ms. Romero paid tribute to the Board of Trustees, Dr. Henry introduced Daniel Vasquez, Special Assistant to Harris County Judge Lina Hidalgo, who presented each Board member with a "Certificate of Appreciation."

Dr. Henry then announced that the Cypress Ridge High School AVP students created a tribute video to the Board of Trustees. The video was played. Following the video, the Cypress Creek High School Pep Band, under the direction of Mr. Kevin Wood, performed a special instrumental medley for the Board. Dr. Henry shared with the audience that all high school marching bands had received new state-of-the-art trailers, which were purchased through excess bond funds. He also shared with the audience that Cypress Creek's new trailer was in the parking lot and hoped everyone was able to take a look at it.

Dr. Henry thanked the CFISD Culinary Academy for all the great treats presented to the Board this evening. He also thanked all the principals and community programs for the gifts and posters that decorated the Boardroom.

- 1B.** Superintendent Dr. Henry made announcements including the honors and achievements earned by staff and students in recent weeks.

Dr. Henry turned the meeting over to Roy Garcia, Chief Officer for School Leadership. Mr. Garcia recognized and introduced Michelle Provo as the new principal for Bleyl Middle School, Dr. Abe Lozano as the new principal for Watkins Middle School and Dr. Heather Bergman as the new Assistant Superintendent of Curriculum and Instruction.

Dr. Henry acknowledged Roy Garcia for his great work with the district's leadership development program in getting principals prepared for their leadership positions. Dr. Henry thanked Mr. Garcia and his leadership team for helping develop these leaders and helping to attract all the great people that we are able to move up within this district.

Board President Covey called for a ten-minute recess at 6:45 p.m.

Board President Covey called the meeting back to order at 6:54 p.m.

Mr. Covey announced that the Board would proceed with the **Public Comments** portion of the agenda.

## **2. Public Comments**

- 2A.** Patrons who have duly registered per policy BED (Local) may address the Board and make public comments on an agenda item during or before the board's consideration of the item. The Board may allow public comment on agenda items at all meetings. The Board will continue with the remaining agenda after the registered patrons have had an opportunity to speak. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD ISC Boardroom.)

There were no public comments this evening.

Mr. Covey announced that the Board would proceed with the **Board Comments** portion of the agenda.

## **3. Board Comments**

- 3A.** Any Board member may make a comment during this portion of the agenda, without prior posting being required. Comment items may not pertain to the character of any students, staff or Board member and may not be discussed or deliberated upon at this meeting.

**Board member Debbie Blackshear** expressed her gratitude for all the beautiful gifts on the dais and how thrilled she is that the books in front of her have been dedicated, in her honor, to several elementary campus libraries. Ms. Blackshear commented how exciting it is to know that children will be checking out these books and how much they will enjoy reading them. She prays all children share the same love of reading that she has. Ms. Blackshear went on to say what an honor and a privilege it is to serve on this school board, and in her second term, has the opportunity to make a difference in the lives of the children in our district. She also shared wonderful moments during her campus visits of getting hugs from students, seeing them so enthralled in learning and seeing such dedicated staff members, our teachers, paras, food service workers, our custodians – “All these people that love our kids and love what they do ... it makes me so appreciative to be able to be a small part of it and along the journey, and I thank you for that. Thank you.”

**Board member Julie Hinaman** echoed Ms. Blackshear's comment by saying, “It is truly an honor and a privilege to serve in the Cy-Fair ISD community – starting out as a parent and a volunteer, an advocate for the school district and then being elected to serve is truly a dream come true, and it's such a gift to be able to work with such amazing people at the school district.” Ms. Hinaman shared that she and Mr. Covey were in Austin this week to attend a hearing at the Texas Education Agency regarding proposed rule changes to the Texas Education code. Ms. Hinaman shared that the hearing was to propose changes to rules that would allow the significant expansion of charter schools with little state oversight or consideration for the financial impact to the state budget or to local public schools. Ms. Hinaman pointed out how over the past ten years TEA has authorized more than 700 new campuses through charter



amendment with very little public input or transparency. She shared how charter schools are approved in a two-month approval window. Ms. Hinaman detailed how CFISD takes much longer to open a new campus/facility by looking at community needs, population growth, asking local taxpayers for approval and considering if a new campus is absolutely needed. TEA's proposed rules would also allow them to designate some charter schools as high quality even though some of their campuses are "D" rated as they may not meet academic standards, or they violate legal requirements such as their practice of hiring teachers and meeting security measures. The proposed changes would allow charter schools to not be rated individually, as Cy-Fair ISD is, but to be rated on an average across their entire franchise. Ms. Hinaman shared that charter schools have self-replication, meaning if they open a campus in one city, they can then open a campus anywhere across the state without input from the state or from local communities. Ms. Hinaman shared how students are underrepresented in charter schools because charter schools filter their students out through lotteries and waiting lists which allows them to select their students. CFISD, of course, accepts all students, and when we lose a student to a charter school our fixed cost remains the same even though we have less funding. Ms. Hinaman made it clear that CFISD is not afraid of competition and that the district is confident that CFISD provides an exceptional education to all our students. She went on to express how no charter school can provide the breadth or depth of opportunities that CFISD offers through academics, fine arts, transportation, health services, special education, GT, STEM, CTE – across the board. In closing, Ms. Hinaman shared that one charter school that is currently self-replicating within our district has a board that is not elected, they are appointed. At one of their recent meetings, they voted to upgrade their private jet contract for when they are not traveling first class with their families. They purchase expensive ads at NBA games and at world series games. "So, as you can see, contrary to Cy-Fair ISD, that seems more about money, less about students. Here in Cy-Fair, we care more about students."

Mr. Covey shared research performed by a UTSA professor showed that over 38% of high school students transfer out of charter schools back into public schools.

**Board member Gilbert Sarabia** echoed Ms. Blackshear's comments on his appreciation of all the gifts from around the district and congratulated the new principals. Mr. Sarabia shared that in recent weeks he had visited two campuses. He expressed what a phenomenal campus the Leonard Brautigam Center is and seeing the passion of the students and the staff was amazing. Mr. Sarabia was in awe of how passionate the educators are at the Center – a great visit! He also visited the Cy-Fair Police Department and had a very informative visit, going behind the scenes and meeting with the entire staff throughout the various departments. Mr. Sarabia shared information he received from CFPD on how the police officers spent nights at the police department during the flooding in Houston. "They did not go home to their loved ones, they served the community 24/7. That's how passionate our police department is in keeping our community safe." Mr. Sarabia stated how big a fan he is of Chief Mendez and what a great idea it was to establish our own police department. He shared how, as a board member, he received his first training session and what a phenomenal job the district does behind the scenes. He expressed how proud he is to be serving the district. "They are an ultimate dedicated team, and I am very proud to be a part of it. Thank you."

**Board member Dr. John Ogletree** expressed his thanks for everything. "It's just great to be appreciated and from all the principals, students, schools. We do what we do not to be appreciated, but it's always good to have someone write you a note or give you something, thanks. I love this district." Dr. Ogletree shared how his grown children attended CFISD schools and he now has six grandchildren attending CFISD schools. He went on to say how indebted to what Cy-Fair ISD does. Dr. Ogletree stated that he had the privilege of visiting Reed Elementary School this past week and saw the phenomenal teamwork, the leadership, the cohesiveness there and what all they are doing for their students. "I just love this district, thank you."

**Board member Tom Jackson** began by expressing his sincere appreciation at the outpouring of support and that he serves this district with love in his heart. He shared what a great joy it is when he visits campuses and sees the wonderful things that are happening for our students and the teamwork of our staff. He Stated that since the last board meeting, he had a campus visit to Moore Elementary and Owens Elementary, both of which are very strong academic campuses which had their remodels completed and

the results spectacular. This was Mr. Jackson's first visit to Moore since it had been devastated by Hurricane Harvey. "VLK Architects and Satterfield Construction were on premise the day after Harvey and worked closely with central admin and campus leadership to bring about the re-opening of Moore while the students and staff spent a year at Matzke. The renovation included space for full day Pre-K and special populations in addition to a detention area should high water threaten again. Owens underwent a remodel under the watchful eye of Page Architects. It was not nearly as extensive as Moore, but the results were equally impressive in the finished product. Building security in each case was enhanced along with improvements in the cafeteria area providing visibility and faster student flow. Of special note is computer connectivity effectiveness and robust usage throughout both schools. The enhanced garden at Owens supported by the community and classroom curriculum is a WOW factor. Full day Pre-K was on both campuses; HR and campus leadership deserve accolades for making this happen. I was impressed with the focus on mastery at both campuses. Once we master a concept, we seldom forget it. Executive Director Pam Wells advised me to look beneath the numbers and as usual, she is correct. Although the numbers are comparable from one year to the next the opportunities that walk through the door often check multiple boxes." Mr. Jackson also attended the Moore 40<sup>th</sup> Anniversary celebration and reported that it was heartwarming to hear the stories of principal's past and present in addition to visiting with parents and staff. He attended the celebration at the Leonard Brautigam Center, another remodel that transformed a campus; this one was accomplished by PBK architects. Mr. Jackson shared that stories of the students were inspirational as he heard their tales of travail laced triumph despite hardships and family tragedy. Mr. Jackson gave special kudos for those who served on the bond steering committee and the community for supporting these capital projects. "A tip of the hat to staff and leadership at Moore, Owens and the Brautigam Center."

**Board member Don Ryan** echoed what everyone else has said and expressed his gratitude for the books and the gifts for serving. Mr. Ryan shared how he'd been asked at times how long he had served on the CFISD board and people were in amazement and ask, "why would you do that." Mr. Ryan replied with, "It goes back to what my parents told me, and that was, if you don't like what you're doing, do something else. It was very simple, but for some reason it stuck with me. I'm telling you it should be illegal to have as much fun as I have serving on the Board. It is an absolute blast; I serve with great people. We have a great administration, so I thoroughly enjoy it, thoroughly enjoy it." Mr. Ryan commented on one of Dr. Henry's "honors and achievements" items of the agenda, which stated that CFISD holds the largest annual invitational wrestling tournament in the country, and how he was on the board when CFISD brought wrestling into the district. It began with a few families, one family, with a blind child who spoke to the board saying he could not participate in various other sports or activities, but he could participate in wrestling. Mr. Ryan remembers telling Superintendent Rick Berry that evening to find a way to add wrestling, "find a way, whether you got the money or not, find a way." And just like the administration today, they encouraged and believed in not just the classroom, but what's going on outside the classroom with the students and extracurricular activities. Mr. Ryan expressed how awesome it is to be a part of this district that thinks about the entire student and not just test scores. "Again, thank you for everything."

**Board member Bob Covey** expressed how honored he is to be here and what joyous work it is to serve as a CFISD Board member. Mr. Covey shared how wonderful all the great events are that each Board member has the pleasure of participating in. How wonderful it is to see the faces of grads walking across the stage at graduations. "It's fabulous." Mr. Covey spoke about Board members attending New Arrival Center celebrations, Teacher of the Year recognitions ... "Everything we do to celebrate opportunity for all at this district, just makes it all that much better." Mr. Covey went on to say how thrilled he is to have this Board to work alongside and how he respects each and every one.

Mr. Covey announced that the Board would proceed with the **Citizen Participation** portion of the agenda.

#### **4. Citizen Participation**

- 4A.** Patrons who have duly registered per policy BED (Local) may address the Board regarding matters of concern/interest to the district, other than the character of any student, staff or Board member. The Board may not act upon any matter that is not listed under the action item portion of the agenda. (To participate, registration is between 5:30 and 5:50 p.m. on the day of the Board meeting at the entrance to the CFISD ISC Boardroom.)

There was no citizen participation this evening.

Mr. Covey announced that the **Public Hearing** portion of the agenda was presented at the Board Work Session on Monday, January 13, 2020.

Mr. Covey announced that the Board would proceed with the **Consensus Action Items** portion of the agenda.

**6. Action Items – Consensus**

- 6A. The Board will consider approving the tax refunds of \$500 or greater for Cypress-Fairbanks I.S.D.
- 6B. The Board will consider approving the minutes of the December 12, 2019 Committee-of-the-Whole Meeting.
- 6C. The board will consider approving the minutes of the December 16, 2019 Regular Board Meeting.

Mr. Covey announced that the Board would proceed with the following **Non-Consensus Action Items** that were moved to **Consensus** at the Board Work Session on Monday, January 13, 2020.

**7. Action Items – Non-Consensus**

- 7A. The Board will consider approving the Calendar Committee’s recommendation for the 2020-2021 instructional calendar.
- 7B. The Board will consider approving on first reading additions, revisions or deletions to district policies:
  - 1. CKC (Local) Safety Program/Risk Management: Emergency Plans (Revise)
  - 2. CKE (Local) Safety Program/Risk Management: Security Personnel (Revise)
  - 3. EHBAF (Local) Special Education: Video/Audio Monitoring (Revise)
  - 4. FFAA (Local) Wellness and Health Services: Physical Examinations (Revise)
  - 5. FFB (Local) Student Welfare: Crisis Intervention (Add)
  - 6. FFBA (Local) Crisis Intervention: Trauma-Informed Care (Add)
  - 7. FL (Local) Student Records (Revise)
  - 8. GBAA (Local) Information Access: Requests for Information (Revise)
  - 9. GRA (Local) Relations with Governmental Entities: State & Local Governmental Authorities (Revise)
- 7C. The Board will consider approving the Interlocal Governmental Agreement between Harris County Municipal Utility District (HCMUD) No. 396, HCMUD No. 397, and Cypress-Fairbanks I.S.D. for funding to install shades over playground equipment and science garden improvements at Swenke Elementary School and authorize the Superintendent or designee to negotiate the final terms and execute all related documents. [This item may be discussed in closed session pursuant to Section 551.071 and Section 551.072].
- 7E. The Board will consider awarding bids and contracts and/or authorizing purchase orders as recommended in the posted agenda item.
  - 1. Bark Mulch
  - 2. Career and Technology Equipment Repair Service
  - 3. HVAC Refrigerants

Mr. Covey asked if any Board member wished to remove one or more items for further discussion. No further discussion was needed, so Mr. Covey asked for a motion to approve the consensus items as recommended or amended.

Board member Don Ryan made a motion to approve.

Board member Debbie Blackshear seconded.

**Motion passed by a 7 to 0 vote.**

Mr. Covey announced that the following **Non-Consensus Action Item (7D)** would be discussed in **Closed Session** immediately after the meeting.

**7D.** The Board will discuss the purchase, exchange, lease or value of real property. [This item may be discussed in closed session pursuant to Section 551.072.]

Mr. Covey announced that the Board would proceed with the **Superintendent's Briefing** portion of the agenda.

#### **8. Superintendent's Briefing**

**8A.** Superintendent Dr. Mark Henry presented the Superintendent's Briefing, providing information regarding district events and items of community interest.

With special mention given to January as National Mentoring Month, a video, produced by Cypress Springs High School AVP team, was shown to the audience how mentoring can make such a difference in the lives of students who are struggling with academics, personal issues and staying in school. Dr. Henry thanked all our CFISD mentors for making such a difference in the lives of these students.

Mr. Covey announced that the following **Item (9A)** would be discussed in **Closed Session** immediately after the meeting.

#### **9. Board Training – Team of Eight Training**

**9A.** In accordance with the provisions of the Texas Education Code, Section §11.159, the administration will conduct continuing education for Board members under Texas Administrative Code, Title 19, Section 61.1: Continuing Education for School Board Members, related to team building. [This matter may be discussed in closed session pursuant to Texas Gov. Code § 551.074.]

Board President Covey asked for a motion to adjourn the meeting to Closed Session.

Board member Dr. John Ogletree made a motion to adjourn to Closed Session.

Board member Julie Hinaman seconded.

**Motion passed by a 7 to 0 vote.**

Board President Covey announced that the Board would move to closed session under Texas Government Code, Open Meetings Act, for the purposes stated in the posting of this meeting. If the Board determines that any final action, final vote or decision on any matter considered in the closed session is required, such final vote, action or decision shall be taken upon the reconvening of this meeting in open session or at a subsequent meeting of the Board, in open session; after proper notice has been posted.

#### **Adjournment**

Board President Covey adjourned the meeting at 7:27 p.m.

---

Bob Covey  
President, Board of Trustees

---

Debbie Blackshear  
Secretary, Board of Trustees

Approved: February 10, 2020

## AGENDA ACTION SHEET

**BOARD MEETING:** FEBRUARY 2020

**Monday**  **Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Karen W. Smith  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Prepared by:** Colleen Wechsler  
 \_\_\_\_\_

**AGENDA ITEM:**

The Board will consider approving the budget amendments for the period of October 1, 2019 through December 31, 2019.

**FUNDING SOURCES/CLARIFICATION:**

The budget amendments for the three months ended 12/31/19 represent changes in revenues and expenditures. It is normal operating procedures for the District to amend the current year adopted budget for:

1. Additional positions for increases in student enrollment
2. Revenue and expenditures for federal and state grant funding programs
3. Emergency needs of the District
4. Curriculum and Instructional needs that were not budgeted
5. Transfers between functions
6. Other needs of the District

**BOARD GOAL ADDRESSED:**

4-1- Continue to operate efficiently and to manage all district funds in a manner that maximizes benefits that flow to students.

**BACKUP:** YES



INDEPENDENT SCHOOL DISTRICT

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# **BOARD BUDGET REVIEW**

***FISCAL YEAR 2019-2020  
QUARTER 2***

**10300 Jones Road  
Houston, Texas 77065**

**CYPRESS–FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
BUDGET AMENDMENTS  
FOR THE THREE MONTHS ENDED 12/31/19**

	GENERAL	FOOD SERVICE	SPECIAL REVENUE FUNDS	DEBT SERVICE	BOND FUNDS	ENTERPRISE FUND
<b>Recommended Amendments to Estimated Revenues</b>						
<b>Increase (Decrease):</b>						
State/Federal Revenue – Indirect Cost on Various Grant Awards	\$ 913,972	\$	\$	\$	\$	\$
Local/State/Federal Estimated Revenue – Grant Funds			43,108,949			
Capital Projects					394,541,707	
<b>TOTAL REVENUE AMENDMENTS</b>	<b>\$ 913,972</b>	<b>\$ –</b>	<b>\$ 43,108,949</b>	<b>\$ –</b>	<b>\$ 394,541,707</b>	<b>\$ –</b>
<b>Recommended Amendments to Appropriations</b>						
<b>Increase (Decrease):</b>						
Budget Amendments:						
Roll forward E-Rate funding from prior year for current year projects	\$ 60,974	\$	\$	\$	\$	\$
Additional funding provided for career & technology education	500,000					
Additional funding for implementing full-day pre-kindergarten	9,064,753					
Additional funding provided for gifted & talented program	52,000					
Grant/Special Revenue Funds – Appropriations			43,108,949			
Capital Outlay					88,203,721	
Function Transfers – Campuses and Departments:						
Function 11, Instruction	(98,293)					
Function 12, Instructional Resources & Media Services	575					
Function 13, Curriculum & Instructional Staff Development	12,350					
Function 21, Instructional Leadership	19,615					
Function 23, School Leadership	4,027					
Function 31, Guidance, Counseling, & Evaluation Services	44,900					
Function 32, Social Work Services	(45,000)					
Function 36, Cocurricular/Extracurricular Activities	(6,928)					
Function 41, General Administration	6,257					
Function 51, Plant Maintenance & Operations	47,904					
Function 52, Security & Monitoring Services	8,283					
Function 53, Data Processing Services	(140)					
Function 61, Community Services	6,450					
<b>TOTAL EXPENDITURE AMENDMENTS</b>	<b>\$ 9,677,727</b>	<b>\$ –</b>	<b>\$ 43,108,949</b>	<b>\$ –</b>	<b>\$ 88,203,721</b>	<b>\$ –</b>
<b>NET EFFECT ON FUND BALANCE</b>	<b>\$ (8,763,755)</b>	<b>\$ –</b>	<b>\$ –</b>	<b>\$ –</b>	<b>\$ 306,337,986</b>	<b>\$ –</b>
<b>FUND BALANCE RECAP:</b>						
Audited Fund Balance at June 30, 2019	\$518,686,924	\$14,656,082	\$ 8,659,603	\$105,020,474	\$332,538,765	\$ 1,206,578
Adopted 2019–20 Budget–Revenues Over (Under) Expenditures	(27,518,599)					1,018,156
Budget Amendments Approved in 1st Quarter	22,294,270		61,299	(486,000)		
Recommended Amendments this Budget Review	(8,763,755)				306,337,986	
Revised Projected Fund Balance at June 30, 2020	<b>\$504,698,840</b>	<b>\$14,656,082</b>	<b>\$ 8,720,902</b>	<b>\$104,534,474</b>	<b>\$638,876,751</b>	<b>\$ 2,224,734</b>
<b>PROJECTED FUND EQUITY COMPONENTS:</b>						
Non-Spendable	\$ 3,837,025	\$	\$	\$	\$	\$
Restricted		14,656,082	668,988	104,534,474	638,876,751	
Committed			8,051,914			
Assigned	62,608,416					
Unassigned Fund Balance	438,253,399					2,224,734
Revised Projected Fund Balance at June 30, 2020	<b>\$504,698,840</b>	<b>\$14,656,082</b>	<b>\$ 8,720,902</b>	<b>\$104,534,474</b>	<b>\$638,876,751</b>	<b>\$ 2,224,734</b>

**CYPRESS–FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
EXPLANATIONS OF BUDGET AMENDMENTS  
FOR THE THREE MONTHS ENDED 12/31/19**

**Recommended Amendments to Estimated Revenues:**

**General Fund**

- State/Federal Revenue – Indirect Cost on Various Grant Awards

**Grant Funds**

- Local/State/Federal Estimated Revenue – Increase/(decrease) due to change in allocations (See breakdown by fund below).

**Bond Funds**

- Local Revenue – Adjust budget for expected interest income
- Local Revenue – Adjust budget for insurance recovery received for Hurricane Harvey damage at Moore Elementary
- Other Resources – Establish budget for bond proceeds and premium on issuance of bonds

**Recommended Amendments to Appropriations:**

**General Fund**

- Data Processing – Roll forward E-Rate funding from prior year for current year projects
- Instruction – Provide additional funding for expanded career & technology education programs at various campuses
- Instruction – Provide salary and benefit funding for additional staff for full-day pre-kindergarten
- Instruction – Provide additional furniture and classroom supplies for implementing full-day pre-kindergarten
- Instructional Leadership – Allocate funds for gifted & talented DaVinci Day program offset by revenue
- Function Transfers:
  1. Allocate funds for repair to Cypress Ridge gym floor
  2. Reallocate excess social worker funds to counseling substitute account due to the need for additional counseling support. Excess funds came from social worker contract that Harris County could not fill until mid-year.

**Grant Funds**

- Increase/(decrease) in estimated revenues and appropriations required to facilitate grant awards are as follows:
 

1.	Fund 211 – Title I, Part A – Improving Basic Programs	\$ 20,351,637
2.	Fund 224 – IDEA – Part B, Formula	17,339,129
3.	Fund 255 – Title II, Part A – Teacher and Principal Training and Rec	240,548
4.	Fund 272 – Medicaid Administrative Claiming Program (MAC)	281,413
5.	Fund 289 – Federally Funded Special Revenue Funds	208,220
6.	Fund 315 – IDEA B Discretionary Deaf SSA	196,236
7.	Fund 340 – IDEA C Early Childhood Intervention Deaf SSA	7,136
8.	Fund 385 – State Supplemental Visually Impaired	20,000
9.	Fund 429 – State Funded Special Revenue Funds	121
10.	Fund 435 – SSA Regional Day School for the Deaf	4,395,479
11.	Fund 499 – Locally Funded Special Revenue Funds	69,030
Total Grant/Special Revenue Funds Revenues and Appropriations		\$ 43,108,949

**Bond Funds**

- Establish budget for construction, renovations, and equipment purchases



**CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT**  
**BUDGET AMENDMENTS**  
**REVENUES/OTHER RESOURCES/OTHER USES BY MAJOR OBJECT & EXPENDITURES BY FUNCTION**  
**FOR THE THREE MONTHS ENDED 12/31/19**

	GENERAL	FOOD SERVICE	SPECIAL REVENUE FUNDS	DEBT SERVICE	BOND FUNDS	ENTERPRISE FUND
<b>Recommended Amendments to Estimated Revenues/ Other Resources – Increase (Decrease):</b>						
BY MAJOR OBJECT:	<u>Major Object No.</u>					
Local and Intermediate Sources	5700	\$	\$	\$ 3,050,391	\$	\$ 5,341,707
State Program Revenues	5800			1,434,239		
Federal Program Revenues	5900	913,972		38,624,319		
Other Resources	7000				389,200,000	
<b>TOTAL REVENUE AMENDMENTS – By Major Object</b>	<b>\$ 913,972</b>	<b>\$ -</b>	<b>\$ 43,108,949</b>	<b>\$ -</b>	<b>\$ 394,541,707</b>	<b>\$ -</b>
<b>Recommended Amendments to Appropriations/ Other Uses – Increase (Decrease):</b>						
BY FUNCTION:	<u>Function No.</u>					
Instruction	11	\$ 9,466,460	\$	\$ 26,428,455	\$	\$ 4,493,831
Instructional Resources & Media Services	12	575		247,029		
Curriculum & Instructional Staff Development	13	12,350		5,362,056		
Instructional Leadership	21	71,615		6,562,291		
School Leadership	23	4,027		9,992		
Guidance, Counseling, & Evaluation Services	31	44,900		2,716,820		
Social Work Services	32	(45,000)				
Health Services	33			753,413		
Student Transportation	34				3,778,080	
Cocurricular/Extracurricular Activities	36	(6,928)				
General Administration	41	6,257				
Plant Maintenance & Operations	51	47,904			1,360,295	
Security & Monitoring Services	52	8,283				
Data Processing Services	53	60,834			1,188,882	
Community Services	61	6,450		1,028,893		
Facilities Repair and Maintenance	81				77,382,633	
<b>TOTAL EXPENDITURE AMENDMENTS– By Function</b>	<b>\$ 9,677,727</b>	<b>\$ -</b>	<b>\$ 43,108,949</b>	<b>\$ -</b>	<b>\$ 88,203,721</b>	<b>\$ -</b>
<b>NET EFFECT ON FUND BALANCE</b>	<b>\$ (8,763,755)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 306,337,986</b>	<b>\$ -</b>



## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Marney Collins Sims  
Karen Smith  
Roy Sprague  


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**Prepared by:** Janet Ward

**AGENDA ITEM:**

The Board will consider approving on first reading additions, revisions or deletions to district policies:  
 BE (LOCAL) Board Meetings (Revise)  
 CDA (LOCAL) Other Revenues: Investments (Revise)  
 CH (LOCAL) Purchasing and Acquisition (Revise)

**SUGGESTED MOTION:**

The Board will consider approving on first reading additions, revisions or deletions to district policies:  
 BE (LOCAL) Board Meetings (Revise)  
 CDA (LOCAL) Other Revenues: Investments (Revise)  
 CH (LOCAL) Purchasing and Acquisition (Revise)

**FUNDING SOURCES/CLARIFICATION:**

See attached

**BOARD GOAL ADDRESSED:**

Communications and Community Relations, Financial Management

**BACKUP: YES**

Cypress-Fairbanks ISD  
101907

BOARD MEETINGS

BE  
(LOCAL)

**Meeting Place and Time**

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

**Regular Meetings**

Regular meetings of the Board shall normally be held on the ~~second Monday~~ second Monday of each month. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

Board Work Session

The Board shall meet each Thursday immediately preceding the regular meeting in a work session to review those agenda items requiring Board action. When determined necessary and for the convenience of Board members, the Board president may change the date, time, or location of a work session with proper notice.

**Special or Emergency Meetings**

The Board President shall call special meetings at the Board President's discretion or on request by ~~two~~ two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President or ~~one of the~~ one of the members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

Field Code Changed

**Agenda**

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

**Notice to Members**

Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least ~~one hour~~ two hours prior to the time of an emergency meeting.

**Closed Meeting**

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

DATE ISSUED: ~~10/29/2019~~ 7/2016  
~~UPDATE 114LDU 2016.05~~  
BE(LOCAL)-X

ADOPTED: JAN/FEB  
2020

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BOARD MEETINGS

BE  
(LOCAL)

The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]

**Order of Business**

The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.

**Rules of Order**

The Board shall observe the modified parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board operating procedures or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

Voting

Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request. [See BDAA(LOCAL) for the Board President's voting rights]

Consent Agenda

When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

**Minutes**

Board action shall be carefully recorded by the Board Secretary; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.

The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.

**Discussions and Limitation**

Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President

Cypress-Fairbanks ISD  
101907

BOARD MEETINGS

BE  
(LOCAL)

shall not interfere with debate so long as members wish to address themselves to an item under consideration.

**Board Member  
Comment**

Any Board member may make a comment regarding school district activities or events, or matters of interest or concern for the school District, during the comment section of the agenda. No prior notice of the topic need be posted. Comment items, however, may not be the subject of Board discussion or deliberation. If any member wishes to discuss or deliberate on a comment item, he or she shall request that it be made the subject of a posted action item or discussion item at a future Board meeting.

DATE ISSUED: ~~10/29/2019~~ 7/7/2016  
~~UPDATE 114LDU 2016.05~~  
BE(LOCAL)-X

ADOPTED:  
ADOPTED: JAN/FEB  
2020

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INVESTMENTS

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(LOCAL)

**Scope and Legal  
Requirements**

Definition

The investment policy covers all financial assets under the direct control of the District. Transactions involving the purchase, sale, or maintenance of all District financial investments are included within the jurisdiction of this policy.

Compliance with  
Public Funds  
Investment Act

It is the policy of the District to comply fully with all provisions of the Public Funds Investment Act.

Local Investment  
Authority

In accordance with the Public Funds Investment Act, the responsibility for conducting investment transactions resides with the Trustees of the Board of Education. Pursuant to the Public Funds Investment Act, the Board has adopted this written policy for the investment and management of District funds.

Standard of Care

The Board shall adopt at least annually a resolution stating that the investment policy has been reviewed.

Investments shall be made, considering prevailing circumstances, which persons of prudence, discretion, and intelligence would exercise in the management of their own affairs and considering the probable safety of capital as well as probable income from an investment decision.

In determining the prudence of an investment decision, the determination should take into consideration the investment of all funds rather than the prudence of a single investment. Additionally, whether the investment decision was consistent with the investment policy should be considered.

**Purpose and  
Objectives**

Overall Investment  
Strategy

The overall primary objective of the investment and cash management policies is to ensure that District financial assets are properly safeguarded, provide an adequate rate of return, and provide the necessary liquidity for the District to react to changes in economic and market conditions.

Emphasis of Safety  
of Principal and  
Liquidity

The safety of principal and liquidity of investments are awarded the highest priority in decisions regarding District funds. The primary objective must be the preservation of capital entrusted to the District, while also ensuring that the funds are available to be utilized when needed. The order of priority is (1) preservation and safety of principal, (2) liquidity, and (3) yield.

Diversification  
As a Priority

The diversification of investments as relating to maturity, instruments, and issuers shall be considered a priority within the context of the overall investment policy. The intent of this policy is to ensure that losses incurred on any single security do not exceed income generated from the remainder of the portfolio.

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Maturity  
Requirements  
And Restrictions

It is an objective of the District to match the maturity of investment instruments to cash flow needs. The dollar average weighted maturity of the portfolio as a whole will not exceed 547 days (18 months). The following restrictions apply to maturities for all investments in all funds:

1. No investment security shall have a stated maturity greater than three years.
2. A bankers' acceptance shall not have a stated maturity greater than 270 days.
3. The term of a reverse repurchase agreement shall not be greater than 90 days.
4. Commercial paper shall not have a stated maturity greater than 270 days.
5. Money market mutual funds shall have a dollar-weighted average stated maturity no greater than 90 days or two years depending on the type of mutual fund.

Yield Statement

It is the policy of the District to achieve an average rate of return consistent with the levels of risk and liquidity previously stated as highest priorities.

Individual Fund  
Investment  
Strategies

Individual fund strategies may set more stringent requirements on safety, liquidity, diversification, maturity, and yield but must at least meet the standards adopted in this policy.

Quality and  
Capability of  
Investment  
Staff

The District shall exercise due diligence in hiring and training staff responsible for investments and cash management. Staff shall have the skill levels and education necessary for the performance of these duties.

Cash  
Management  
Program

The investment policy is a component of the District's overall cash management program, which includes policies and procedures relating to all aspects of cash handling.

Investment  
Committee

An investment committee shall be responsible for giving guidance and aiding the investment staff. The investment committee shall determine a process for meeting and reviewing investment activity.

The investment committee shall be comprised of all District employees designated as primary or alternate investment officers.

**Monitoring Market  
Prices**

Monitoring shall be done monthly or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment. The investment officer shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include:

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(LOCAL)

financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds.

**Monitoring Rating  
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Authorities**

Designation and  
Limitations of  
Investment Officers

Authority to manage the District's investment program is derived from and delegated pursuant to provisions of the Public Funds Investment Act. Management responsibility for the investment program is hereby delegated to the primary investment officers. In the absence of a primary investment officer, an alternate investment officer shall have authority to transact business within procedures established by the primary investment officer.

The primary investment officer is responsible for establishing and maintaining written procedures for the investment program, which result in operations consistent with the investment policy. Procedures shall include explicit delegation of authority for all investment activities. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the primary investment officer. The primary investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Training  
Requirements

The treasurer and any other employees designated as primary investment officers shall attend at least one formal training session within 12 months after taking office or assuming duties. Training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with Chapter 2256. Training must be approved by the investment committee and provide at least ten hours of instruction. Additional training of not less than eight instructional hours must occur in every two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date.

Personal Business  
Disclosure  
Requirements

Officers and employees of the District involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

All investment officers shall complete a disclaimer or disclosure statement related to potential conflicts of interest annually or as conditions change. The statement will be submitted to the District's



internal auditor. The following types of relationships must be disclosed:

1. A personal business relationship by an investment officer with any entity attempting to sell an investment to the District.
2. Any investment officer related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the District.

If a conflict of interest involving an investment officer is noted by the District's internal auditor from the submitted disclosure statement, a written explanation of the relationship must be filed with the Board and the Texas Ethics Commission.

**Authorized and  
Suitable Investment  
Securities**

Authorized  
Securities

[From those investments authorized by law and described further in CDA\(LEGAL\) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy.](#)~~The following are authorized investment securities and funds:~~

1. Obligations of the U.S. government or its agencies and instrumentalities.
2. Direct obligations of the state of Texas or its agencies and instrumentalities.
3. Obligations of other states, agencies, counties, and cities which are rated for investment quality as A or higher.
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities.
5. Fully insured or collateralized certificates of deposits at commercial banks and savings and loan associations domiciled in the state of Texas.
6. Repurchase agreements if fully collateralized by the U.S. government or agencies, having a defined termination date, and placed through a primary government securities dealer as defined by the Federal Reserve, or a bank domiciled in the state of Texas. This authorization includes both direct and reverse security repurchase agreements. The term of reverse repurchase agreements shall not exceed 90 days.

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7. Bankers' acceptances with maturities of 270 days or less, which are eligible collateral for borrowing from a Federal Reserve Bank and are accepted by a domestic bank whose short-term obligations are rated at least A-1, P-1, or the equivalent by a nationally recognized credit rating agency.
8. Commercial paper with maturities of 270 days or less, rated not less than A-1 or P-1 by at least two nationally recognized credit rating agencies or by one agency if fully secured by an irrevocable letter of credit issued by a bank organized and existing under U.S. law or the law of any state.
9. The following types of no-load mutual funds are authorized:
  - a. A money market fund, which is regulated by the SEC, has a dollar-weighted average stated maturity of 90 days or less, and includes in its investment objectives the maintenance of a stable net asset value of \$1 for each share.
  - b. A mutual fund, except for bond proceeds, which is registered with the SEC, has an average weighted maturity of less than two years, is invested exclusively in obligations approved by Government Code Chapter 2256 (Subchapter A), is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent, and which conforms to the requirements in Government Code 2256.016(b) and (c) relating to the eligibility of investment pools to receive and invest funds of investing entities.
10. Public fund investment pools meeting the requirements of Sections 2256.016–2256.019 of the Public Funds Investment Act.
11. A guaranteed investment contract is authorized for bond proceeds if it has a defined termination date, is secured by obligations described by Section 2256.009 of the Public Funds Investment Act in an amount equal to at least the amount of bond proceeds, and is pledged to the District and deposited with a third party selected by the District.

Unauthorized  
Securities

The following are not authorized investment securities and funds:

1. Derivative products known as collateralized mortgage obligations (CMO) regardless of whether they meet requirements for authorized investments under Section 2256.009 of the Public Funds Investment Act.

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2. Derivative products including options, futures, options on futures, caps, collars, and floors.
3. Any investment in a certificate of deposit or repurchase agreement, which is secured by interest-only (I/O) or principal-only (P/O) strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with a maturity of greater than ten years, or collateralized mortgage obligations with an inverse floating interest rate.

Collateralization  
Requirements

Funds on deposit with the depository bank shall be collateralized by pledged, approved securities or a surety bond to adequately protect the funds of the District. The District shall have the right to designate the amount of approved securities and/or the aggregate amount of the bond to adequately protect the District. The District may not designate an amount less than the minimum percentage required by Section 2257.022(b), Government Code of the balance of District funds on deposit with the depository bank from day to day, less any applicable Federal Deposit Insurance Corporation insurance. The approved securities shall be valued at market value for purposes of calculating the designated amount of collateral required. The bank shall have the right and privilege of substituting approved securities upon obtaining the approval of the District.

Types of approved securities for collateralization include:

1. A direct obligation of the United States.
2. A general obligation that is backed by the full faith and credit of the United States.
3. An obligation the principal and interest on which are unconditionally guaranteed by the United States.
4. An obligation of an agency or instrumentality of the United States, including a mortgage-backed security of the agency or instrumentality.
5. A general or special obligation issued by a public agency, payable from taxes, revenues, or a combination of taxes and revenues that has been rated as to investment quality by a nationally recognized rating agency and that has a current rating of not less than A or its equivalent.
6. Any security in which a public entity may invest under the Public Funds Investment Act.

Pledged approved securities shall be safe kept either by the Federal Reserve Bank System or a third party not associated directly

with the depository bank. The safekeeping receipts shall designate the District as the pledgee.

In the instance that a surety bond is used as collateral, the bond shall be payable to Cypress-Fairbanks ISD and shall be signed by the bank and by some surety company authorized to do business in the state of Texas.

**Safekeeping  
Requirements**

All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

In order to reduce custodial credit risk, any obligation purchased by the District as an investment and recorded on the Federal Reserve's book entry system shall be confirmed to the District via a safekeeping receipt to be maintained on the books of a third party's safekeeping department.

Safekeeping for all other investments not specifically mentioned in this section shall be maintained at a third-party bank not associated directly with the District's depository.

The District shall retain clearly marked receipts providing proof of the District's ownership.

**Soliciting Bids**

In order to get the best return on its investments, the District may solicit bids in writing, by telephone, through electronic submission, or by a combination of these methods. Records shall be kept of the bids offered and the bids accepted, along with a brief explanation of the decision made regarding the purchase.

Based on an annual evaluation, major financial institutions and banks shall be deleted from or continued on the eligibility list. The following criteria shall be used in the annual evaluation:

1. Number of transactions competitively won.
2. Prompt and accurate confirmation of transactions.
3. Efficiency of securities deliveries.
4. Accuracy of market information.
5. Account servicing.

All investment instruments shall be in the name of the District and held at the District's safekeeping institution.

**Investment  
Strategies by Fund**

General Fund

The general fund includes operating funds, payroll, the tax lockbox, and general maintenance. The investment strategy for this fund has as its primary objective to ensure the preservation and safety of principal. Secondly, the objective shall be that anticipated cash

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flows are matched with adequate investment liquidity. These objectives shall be accomplished by purchasing quality, short- to medium-term securities whose maturities closely match the fund's cash flow requirements. Funds not needed for short-term cash flow requirements should have diversified maturities and issuers and be readily marketable in the secondary market. Yield will be enhanced by the use of maturity extension available within the confines of accurate cash flow projections.

Custodial Agency  
Fund

The custodial agency fund is comprised of agency activity, pension, and endowment funds. The investment strategy for this fund has as its primary objective preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements. These objectives shall be accomplished by purchasing quality, short-term securities and by investing predominantly in investment pools.

Special Revenue  
Fund

The special revenue fund includes food service, public activity, and consolidated application funds (grant funds). The investment strategy for this fund has as its primary objective preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements. These objectives shall be accomplished by purchasing quality, short-term securities and by investing predominantly in investment pools (547 days).

Debt Service Fund

The investment strategy for the debt service fund has as its primary objective preservation and safety of principal. Secondly, the objective shall be sufficient liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Because the investments may be subject to arbitrage yield restrictions, an attempt to invest at a rate equal to or above the arbitrage yield limit shall be another objective. The maximum maturity of an individual security shall not exceed three years. This commingled fund has a maximum dollar average weighted maturity of 547 days (18 months).

Capital Projects  
Fund

The investment strategy for the capital projects fund has as its primary objective preservation and safety of principal. The secondary objective is to ensure that anticipated cash flows are matched with adequate investment liquidity. These objectives shall be accomplished by purchasing quality, short- to medium-term securities whose maturities closely match the projected cash flow schedules. The maximum maturity of an individual security shall not exceed three years.

Internal Service  
Fund

The internal service fund is comprised of health insurance and workers' compensation funds. The investment strategy for this fund has as its primary objective preservation and safety of principal, as well as investment liquidity to meet daily insurance drafts. These

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objectives shall be accomplished by purchasing short-term securities and using investment pools for liquidity purposes. The maximum maturity of an individual investment shall not exceed three years.

Enterprise Fund

The enterprise fund is comprised of community programs funds. The investment strategy for this fund has as its primary objective preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements. These objectives shall be accomplished by purchasing quality, short-term securities and by investing predominantly in investment pools.

**Sellers of Investments**

Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]

Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA).

**Diversification Requirements**

Diversification of the investment portfolio shall be desirable to reduce the risk of losses due to a change in market conditions, such as interest rate changes (interest rate risk) or institutional failure (concentration of credit risk). The District's diversification policies are designed to reduce both types of loss risks.

Diversification is primarily reviewed on a portfolio-wide basis. It is recognized that while specific funds may not have large enough individual investment balances to diversify, the investment portfolio as a whole can be adequately diversified.

**Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates may adversely affect the value of investments. The District reduces exposure to this risk through the use of final and weighted average maturity limits and diversification.

The District monitors interest rate risk utilizing weighted average maturity and duration analysis.

**Portfolio Evaluation and Reporting**

In conjunction with the District's annual financial audit, a compliance audit shall be performed to review management controls and adherence to the investment policy.

Reporting Requirements

Quarterly reports shall be submitted to the Board detailing the purchase, sale, and maturity of investments, the market value of investments, a compliance statement, and any other information that is deemed necessary to properly apprise the Board of the status of District investments.

The District shall establish performance standards using benchmark market yields to provide a comparative basis for judging whether adequate rates of return are being achieved.

**Internal Controls** |

The ~~treasurer~~Treasurer shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the internal auditor periodically and by the independent auditors. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, anticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include: control of collusion, segregation of duties, separation of transaction authority from accounting and recordkeeping, custodial safekeeping, avoidance of bearer form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, limitations on the number of authorized investment officials, and documentation of transactions and strategies.

PURCHASING AND ACQUISITION

CH  
(LOCAL)

<b>Purchasing Authority</b>	<p>The Board delegates to the Superintendent <del>or designee</del> the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$250,000 or more shall require Board approval before a transaction may take place.</p> <p>In the event of an unanticipated emergency requiring the commitment of unbudgeted financial resources for goods or services, the Superintendent <del>or designee</del> shall be authorized to approve the expenditure up to \$500,000.</p>
Authority to Sign Contracts	<p>No employee other than the Superintendent, associate superintendent, or designee shall be authorized to sign contracts that obligate the District. Specific authority delegated to any designee shall be in accordance with administrative regulation CH(REGULATION).</p> <p>Contracts that obligate the District for more than one year shall be approved by the Superintendent or the associate superintendent for business and financial services.</p>
<u>Purchasing Procedures</u>	<p><u>The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]</u></p>
<u>Purchasing Method</u>	<p>The Board delegates to the Superintendent <del>or designee</del> the authority to determine the method of purchasing in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate.</p>
<i>Competitive Bidding</i>	<p>If competitive bidding is chosen as the purchasing method, the Superintendent <del>or designee</del> shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted rules. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.</p> <p>The District may reject any and all bids in accordance with state or federal law, as applicable.</p>
<i>Competitive Sealed Proposals</i>	<p>If competitive sealed proposals are chosen as the purchasing method, the Superintendent <del>or designee</del> shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the</p>



PURCHASING AND ACQUISITION

CH  
(LOCAL)

scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The District may reject any and all proposals in accordance with state or federal law, as applicable.

Electronic Bids or Proposals

Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

**Responsibility for Debts**

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

**Purchase Commitments**

All purchase commitments shall be made by the Superintendent or designee in accordance with administrative procedures, including the District's purchasing procedures.

**Personal Purchases**

District employees shall not be permitted to make purchases for personal use through the District's business office.

## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday**  **Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Roy Garcia  
 \_\_\_\_\_  
 Marney Collins Sims  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Prepared by:** Janet Ward  
 \_\_\_\_\_

**AGENDA ITEM:**

The Board will consider approving on second reading additions, revisions or deletions to district policies:

CKC (LOCAL) Safety Program/Risk Management: Emergency Plans (Revise)  
 CKC (LOCAL) Safety Program/Risk Management: Security Personnel (Revise)  
 EHBAF (LOCAL) Special Education: Video/Audio Monitoring (Revise)  
 FFAA (LOCAL) Wellness and Health Services: Physical Examinations (Revise)  
 FFB (LOCAL) Student Welfare: Crisis Intervention (Add)  
 FFBA (LOCAL) Crisis Intervention: Trauma-Informed Care (Add)  
 FL (LOCAL) Student Records (Revise)  
 GBAA (LOCAL) Information Access: Requests for Information (Revise)  
 GRA (LOCAL) Relations with Governmental Entities: State and Local Governmental Authorities (Revise)

**SUGGESTED MOTION:**

The Board will consider approving on second reading additions, revisions or deletions to district policies:

CKC (LOCAL) Safety Program/Risk Management: Emergency Plans (Revise)  
 CKC (LOCAL) Safety Program/Risk Management: Security Personnel (Revise)  
 EHBAF (LOCAL) Special Education: Video/Audio Monitoring (Revise)  
 FFAA (LOCAL) Wellness and Health Services: Physical Examinations (Revise)  
 FFB (LOCAL) Student Welfare: Crisis Intervention (Add)  
 FFBA (LOCAL) Crisis Intervention: Trauma-Informed Care (Add)  
 FL (LOCAL) Student Records (Revise)  
 GBAA (LOCAL) Information Access: Requests for Information (Revise)  
 GRA (LOCAL) Relations with Governmental Entities: State and Local Governmental Authorities (Revise)

**FUNDING SOURCES/CLARIFICATION:**

See attached

**BOARD GOAL ADDRESSED:**

Safe and Healthy Environment, Communications and Community Relations, Academic Achievement

**BACKUP: YES**

**Emergency  
Operations Plan**

The Superintendent shall ensure updating of the District's [emer-  
gency operations plan](#)~~Emergency Operations Plan~~ and ongoing  
staff training.

As required by law, the emergency operations plan shall include  
the District's procedures addressing:

1. ~~Reasonable~~ [reasonable](#) security measures when District  
property is used as a polling place;

2. [Response to an active shooter emergency; and](#)

[Access to campus buildings and materials necessary for a substi-  
tute teacher to carry out the duties of a District employee during an  
emergency or an emergency drill.](#)

<b>District Police Department</b>	To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a District police department and shall employ and commission police officers.
Supervisory Authority	The chief of police shall be accountable to and shall report to the Superintendent. In accordance with law, the Superintendent shall not delegate this supervisory responsibility.
Jurisdiction	The jurisdiction of the District's police officers shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.
Police Authority and Duties	<p>Police officers employed by the District shall have all the powers, privileges, and immunities of police officers on or off duty within the jurisdiction of the District. <u>Subject to limitations in law, the</u> primary duties of District police officers shall be to:</p> <ol style="list-style-type: none"><li>1. Protect the safety and welfare of any person engaged in the educational process within the jurisdiction of the District and protect the property, real and personal, of the District. Police officers shall first attend to protecting persons and assets on District-owned property and, second, shall attend to protecting students, staff, and District assets off District property, but within the jurisdiction of the District police officers.</li><li>2. Assist in the enforcement of District policies, <u>rules, and regulations</u> on District property, in school zones, at bus stops, or at District functions <u>that involve safety and/or disruption in the operation of the District.</u></li><li>3. Investigate violations of District policy, rules, and regulations as requested by the chief of police or Superintendent and participate in <u>administrative</u> hearings concerning <u>the</u> alleged violations.</li></ol> <p>The secondary duties of the District police officers shall be guided by relevant articles of the Texas Code of Criminal Procedure and the Texas Education Code, including:</p> <ol style="list-style-type: none"><li>1. Enforcing all laws, including municipal ordinances, county ordinances, and state laws, and investigating violations of law as needed. In doing so, District police officers may serve search warrants in connection with District-related investigations in compliance with the law.</li><li>2. Arresting suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's</li></ol>

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- presence or under the other rules set out in the Texas Code of Criminal Procedure.
3. Coordinating and cooperating with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
  4. Carrying out all other duties as directed by the chief of police or Superintendent.

The District police officers shall not be assigned routine classroom discipline or administrative tasks.

*Temporary Assignment*

District police officers shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the other agency.

Nonschool Employment

All off-duty, nonschool employment for law enforcement or security services for an outside employer shall be approved in writing by the chief of police.

Relationship with Outside Agencies

The District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts among the department and the agencies. The memorandum of understanding shall be approved by the Board.

Video and Audio Monitoring

The chief of police shall develop and implement regulations and/or departmental policies for the use of mobile and portable audio/video recording devices for District police officers while in the performance of duty.

*Access to Recordings*

Recordings shall be considered law enforcement records, shall remain in the custody of the chief of police, and shall be maintained as required by District policy, the department regulations manual, and law.

Training

All District officers shall receive at least the minimum amount of continuing education required by the Texas Commission on Law Enforcement (TCOLE).

Department Regulations Manual

To carry out the provisions in this policy, the police department shall compile and maintain a departmental regulations manual that describes and sets forth departmental regulations, operational procedures, and rules pertaining to the administration of police services. The chief of police shall review the manual annually and make any appropriate revisions.

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SAFETY PROGRAM/RISK MANAGEMENT  
SECURITY PERSONNEL

CKE  
(LOCAL)

<i>Racial Profiling</i>	The chief of police shall develop and implement regulations to ensure compliance with state law regarding racial profiling. Police officers employed by the District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.
<i>Use of Force</i>	The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.
<i>High-Speed Pursuit</i>	Officers shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual FO.02.
Complaints	<p>All complaints regarding the District police department, its operations, and its police officers and employees shall be reviewed by the appropriate supervisor(s) in the chain of command.</p> <p>Complaints that involve allegations of a non-serious nature where the complainant may simply request notification be made to the officer's supervisor regarding an incident and their dissatisfaction with the level of service provided, improper attitude, or improper behavior shall typically be handled as an informal complaint through the chain of command, beginning with the first-line supervisor. Informal complaints may be filed in person, by U.S. Mail, by e-mail, or by phone at any time.</p>
<b>Formal Complaints</b>	Complaints involving an allegation of misconduct that may be of a potentially serious nature that could warrant discipline and/or departmental corrective action may be investigated as a formal complaint. To proceed with a formal complaint against a District police officer, the complaint must be in writing on a form provided by the District and shall be signed by the person making the complaint and notarized. In accordance with the law, the District shall provide to the police officer a copy of the formal complaint. [See <a href="#">Complaints Against Peace Officers</a> COMPLAINTS AGAINST PEACE OFFICERS at <a href="#">CKE/CKE(LEGAL)</a> ]
General Provisions	
<i>Filing</i>	Complaint forms may be filed by hand-delivery, by electronic communication, including e-mail and fax, or U.S. Mail. Hand-delivered filings shall be considered timely filed if received by the appropriate supervisor by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if received by the appropriate supervisor on or before the close of business by the deadline, as indicated by the date/time shown on the electronic

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communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate supervisor no more than three days after the deadline.

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a complainant fails to schedule or appear at the conference, the District may dismiss the complaint. If the complaint is dismissed, it may be refiled, but only if within the time period for filing a complaint.

*Response* At Levels One, Two, and Three, "response" shall mean a written communication to the complainant from the appropriate supervisor. Responses may be hand-delivered or sent by U.S. Mail to the complainant's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

*Days* "Days" shall mean District business days as specified on the District's calendar. In calculating time lines under this policy, the day a document is filed is "day zero." The following business day is "day one."

*Representative* "Representative" shall mean any person or organization that is designated by the complainant to represent the complainant in the complaint process.

The complainant may designate a representative through written notice to the District at any level of this process. If the complainant designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process regardless of the complainant's representation.

*Consolidating Complaints* Complaints arising out of an event or a series of related events shall be addressed in one complaint. A complainant shall not bring separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

*Untimely Filings* All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the complainant, at any point during the formal complaint process. The complainant may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the

	level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.
Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint process.
Complaint Form	Formal complaints under this policy shall be submitted in writing on a form provided by the District and shall be signed by the person making the complaint and notarized.  Copies of any documents that support the complaint should be attached to the complaint form. If the complainant does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the complainant unless the complainant did not know the documents existed before the Level One conference.  A complaint form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiled is within the designated time for filing a formal complaint.
<b>Level One</b>	Formal complaints shall be filed with the office of the chief of police. If the complaint is not filed with the office of the chief of police, the individual receiving the complaint form shall note the date and time the form was received, place the complaint in a sealed envelope, and immediately forward the complaint to the office of the chief of police.  The chief of police shall assign a Level One complaint to the lowest level administrator who has the authority to remedy the alleged problem. In most cases this will be the lieutenant in the police officer's chain of command.
Violation of Law	A complaint alleging a specific violation of the law shall be filed within the time frame established by the statute of limitations based on the action giving rise to the complaint.  In such cases, the supervisor shall hold a conference with the complainant within ten days after receipt of the formal complaint. The supervisor may set reasonable time limits for the conference. The supervisor shall then conduct an investigation in a timely manner, but shall not exceed 30 days from receipt of the written complaint. The supervisor shall also provide the complainant a written response within 30 days from receipt of the written complaint. The written response shall set forth the basis of the decision. In reaching a decision, the supervisor may consider information provided at the Level One conference and any relevant documents or information from the supervisor's investigation.

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**No Violation of Law** A complaint shall be filed within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint regarding a police officer or law enforcement operation that is not a violation of the law.

In such cases, the appropriate supervisor shall hold a conference with the complainant within ten days after receipt of the formal complaint. The supervisor may set reasonable time limits for the conference. The supervisor shall investigate as necessary and provide the complainant a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the supervisor may consider information provided at the Level One conference and any relevant documents or information from the supervisor's investigation.

**Level Two** If the complainant did not receive the relief requested at Level One or if the time for a response to the formal complaint has expired based on the type of complaint filed (violation of law or no violation of law), the complainant may file a Level Two appeal notice with the office of the chief of police.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One supervisor shall prepare and forward a record of the Level One complaint to the office of the chief of police. The complainant may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the complainant at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One supervisor in reaching the Level One decision.

The chief of police or designee shall hold a Level Two conference within ten days after the Level Two appeal notice is filed. The conference shall be limited to the issues presented by the complainant at Level One. At the Level Two conference, the complainant may provide information concerning any documents or information relied on by the administration for the Level One decision. The chief

of police or designee may set reasonable time limits for the conference.

The chief of police or designee shall provide the complainant a written response within ten days following the conference. The written response shall set forth the basis of the decision regarding the complaint. In reaching a decision, the chief of police or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the chief of police or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

**Level Three**

If the complainant did not receive the relief requested at Level Two or if the time for a response has expired, the complainant may file a Level Three appeal notice with the office of the Superintendent to appeal the Level Two decision.

The appeal notice of the complaint shall be filed in writing, on a form provided by the District, within ten days of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The complainant may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments, including any audio recordings.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The Level Three administrator shall be the Superintendent or designee. The Level Three administrator shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One and Level Two and identified in the Level Three appeal notice. At the conference, the complainant may provide information concerning any documents or information relied upon by the administration for the Level Two decision. The Level Three administrator may set reasonable time limits for the conference.

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**Level Four**

The Level Three administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Three administrator may consider the Level One and Level Two records, information provided at the Level Three conference, and any other relevant documents or information the Level Three administrator believes will help resolve the complaint.

If the complainant did not receive the relief requested at Level Three or if the time for a response has expired, the complainant may appeal the decision to the Board.

The appeal notice shall be filed in writing, on a form provided by the District, within ten days of the date of the written Level Three response or, if no response was received, within ten days of the Level Three response deadline.

The Superintendent or designee shall inform the complainant of the date, time, and place of the Board meeting at which the complaint will be on the agenda for submission to the Board.

The Superintendent or designee shall provide the Board with the record of the Level Three appeal. The complainant may request a copy of the Level Three record.

The Level Three record shall include:

1. The Level One and Level Two records.
2. The notice of appeal from Level Two to Level Three.
3. The written response issued at Level Three and any attachments.
4. All other documents relied upon by the administration in reaching the Level Three decision.

The appeal shall be limited to the issues and documents considered at Level Three, except that if at the Level Four hearing the administration intends to rely on evidence not included in the Level Three record, the administration shall provide the complainant notice of the nature of the evidence at least three days before the hearing.

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

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Cypress-Fairbanks ISD  
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SAFETY PROGRAM/RISK MANAGEMENT  
SECURITY PERSONNEL

CKE  
(LOCAL)

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Four presentation. The Level Four presentation, including the presentation by the complainant or the complainant's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Three. [See [Complaints Against Peace Officers](#) COMPLAINTS AGAINST PEACE OFFICERS at CKE(LEGAL)]

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

DATE ISSUED: ~~10/29/2019~~ 7/2016  
~~UPDATE 114~~ LDU 2016.05 LDU  
CKE(LOCAL)-X

ADOPTED:  
JAN/FEB 2020

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**Note:** Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

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To promote student safety, the District shall comply with requests for video and audio monitoring of certain self-contained special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The ~~Superintendent~~Superintendent is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

**Requests**

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a self-contained classroom eligible for video surveillance may request in writing that a video camera be placed in the classroom by the end of the current school year or by the tenth District business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law. “District business day” means a day that the District’s instructional support center is fully open to the public.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the requester not later than the seventh ~~District~~District business day after receipt of the request. “District business day” means a day that the District’s instructional support center is fully open to the public.

**Notice**

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom. If a parent who requested installation of a camera in an eligible

**Installation and  
Operation**

classroom withdraws his/her child from the District prior to the camera being installed and active, the District shall consider the parent's request to be withdrawn.

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when one or more students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the requester withdraws the request in writing and no request is submitted to continue the surveillance. Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for ~~toileting or diapering a student or removing or~~ changing a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

**Retention of  
Recordings**

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

**Confidentiality of  
Recordings**

Video recordings made in accordance with this policy shall be confidential and shall only be released~~accessed~~ or viewed by the individuals and in the limited circumstances permitted by law. The following individuals may have authority to view video recordings to

the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;
2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;
3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate [Texas Education Agency](#) TEA or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items 2 ~~through~~ 4, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

### Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within 48 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. [No later than ten District business days](#) ~~No later than ten District business days~~ after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District's complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 and 19 Administrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303., including requesting an expedited review.



WELLNESS AND HEALTH SERVICES  
PHYSICAL EXAMINATIONS

FFAA  
(LOCAL)

Required Medical  
Clearance

Prior to participating  
in a designated  
University  
Interscholastic  
League (UIL)  
Participation  
**Additional Screening**

~~A student desiring to participate in the UIL athletic program or other District extracurricular program identified by the Superintendent, a student shall undergo a physical examination annually and shall submit annually a statement from an authorized health-care provider authorized under UIL rules indicating that the student has been examined and medically cleared is physically able to participate in the athletic program.~~

The District may provide additional screening as District and community resources permit.

**Referrals**

Parents of students identified through any screening programs as needing treatment or further examination shall be advised of the need and referred to appropriate health agencies.

Notice of Lice

A school nurse or administrator who discovers or becomes aware that a child enrolled in a District elementary school has lice shall provide written or electronic notice to parents within the time frames prescribed in law.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures, the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent or designee, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent or designee shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multi-hazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

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For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

DATE ISSUED: 10/29/2019  
~~UPDATE 114-LDU~~  
FFB(LOCAL)-A

ADOPTED:  
JAN/FEB 2020

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**Trauma-Informed  
Care Program**

The District's trauma-informed care program, as included in the District improvement plan, shall provide for the integration of trauma-informed care practices in the school environment, including increasing staff and parent awareness of trauma-informed care, implementation of trauma-informed practices and care by District and campus staff, and providing information about available counseling options for students affected by trauma or grief.

Training

The District shall provide training in trauma-informed care to District educators as required by law. The District improvement plan shall specify required training for any other District employees as applicable.

Annual Report

The District shall provide an annual report to the Texas Education Agency on the number of employees who have participated in trauma-informed care training.

**Comprehensive System**

The Superintendent ~~or designee~~ shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

**Cumulative Record**

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

**Custodian of Records**

The principal or designee is custodian of all general education records for currently enrolled students. The special education director is custodian of special education records for current and former students. The Superintendent or designee is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

**Types of Education Records**

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by a grade placement committee convened for the student.
5. Health services record, including:
  - a. The results of any tuberculin tests required by the District.
  - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

- c. Immunization records. [See FFAB]
6. Attendance records.
7. Student questionnaires.
8. Records of teacher, [school](#) counselor, or administrative conferences with the student or pertaining to the student.
9. Verified reports of serious or recurrent behavior patterns.
10. Copies of correspondence with parents and others concerned with the student.
11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Records pertaining to student and parent complaints.
16. Other records that may contribute to an understanding of the student.

**Access by Parents**

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the [requester's](#) identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular business hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or [school](#) counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or

reduced-price lunches and the parents are unable to view the records during regular business hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

**Access by School  
Officials**

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. [A person appointed to serve on a team to support the District's safe and supportive school program.](#)

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or

5. Investigating or evaluating programs.

**Transcripts and  
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the time line provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records  
Responsibility for  
Students in Special  
Education**

The director of special education shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the office of special education.

**Procedure to Amend  
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory  
Information**

The District has designated the following categories of information as directory information: student name; address; photograph; month and year of birth; degrees, honors, and awards received; schools attended; dates of attendance; grade level; participation in



officially recognized activities and sports; and weight and height of members of athletic teams.

**Charging for  
Personnel Time**

As authorized by law, the District shall charge a ~~requester~~[requester](#) for additional personnel time spent producing information for the ~~requester~~[requester](#) after personnel of the District have collectively spent:

1. 36 hours of time during the District's fiscal year; or
1. 15 hours of time during a one-month period.

**Suspension of  
Public Information  
Act During  
Catastrophe**

2. In the event of a catastrophe, as defined by law, affecting the District, the Board delegates to the Superintendent the authority to suspend the applicability of Government Code Chapter 552 to the District for the period of time permitted by law and provide the required notices to the attorney general and public. The Board shall approve any extension of an initial suspension period.

**Child Abuse Investigation**

When a representative of the Department of Family and Protective Services or another law enforcement authority requests to question or interview a student at school as part of a child abuse investigation regarding that child, the principal shall cooperate fully with the official's requests regarding access to the student and the conditions of the interview or questioning.

**Questioning of Students for Purposes Other Than a Child Abuse Investigation**

When law enforcement officers or other lawful authorities request to question or interview a student at school for any purpose unrelated to school or a school-related activity, the following guidelines shall apply:

1. The principal shall verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school.
2. The principal shall explain the District's duty to limit interruptions to the instructional day and shall request that questioning or interviewing of students take place outside the school day. However, if the officer or other lawful authority raises what the principal considers to be a valid justification for questioning or interviewing a student during school hours, the principal may grant access to the student as deemed appropriate by the principal.
3. If access to a student at school is granted, the principal ordinarily shall make reasonable efforts to notify the student's parent or other person having lawful control of the student. If the officer or other lawful authority raises what the principal considers to be a valid objection to the notification, the principal may elect not to notify the parent.
4. The principal or designee ordinarily shall be present during the questioning or interview. If the officer or other lawful authority raises what the principal considers to be a valid objection to a third party's presence, the interview may be conducted without that person's presence.

**Students Taken into Custody**

Before a student at school is arrested or taken into custody by a law enforcement officer or other legally authorized person, the principal shall verify the official's identity. To the best of his or her ability, the principal shall verify the official's authority to take custody of the student prior to providing access to the student.

If a student is taken into custody, the principal shall ordinarily make reasonable efforts to immediately notify the parent or other person having lawful control of the student. If the officer or other authorized person raises what the principal considers to be a valid objection to immediately notifying the parent at that time, the principal

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Cypress-Fairbanks ISD  
101907

RELATIONS WITH GOVERNMENTAL ENTITIES  
STATE AND LOCAL GOVERNMENTAL AUTHORITIES

GRA  
(LOCAL)

may elect not to notify the parent at the time the student is taken into custody; however, the principal shall make reasonable efforts to notify the parent by the end of the day.

[See FO for notification requirements by the campus behavior coordinator under Education Code Chapter 37.]

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**BOARD MEETING: FEBRUARY 2020**

**Monday**  **Thursday**

- RECOGNITION
- BOARD COMMENTS
- WRITTEN REPORT
- DISCUSSION
- ACTION
- TRAINING
- PUBLIC COMMENTS
- CITIZEN PARTICIPATION
- ORAL REPORT
- PUBLIC HEARING
- BRIEFING
- ELECTION

# AGENDA

**Presenter(s):** Dr. Linda Macias  
 \_\_\_\_\_  
 LaTisha Bard  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Prepared by:** LaTisha Bard  
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 \_\_\_\_\_

<b>AGENDA ITEM:</b>
The Board will consider a waiver for full-day prekindergarten for the 2019-2020 school year and any prekindergarten partnership proposals with private providers for the 2019-2020 school year.
<b>SUGGESTED MOTION:</b>
I move that the Board approve the request for a one-year waiver from TEA for full-day prekindergarten for the 2019-2020 school year and decline the submitted prekindergarten partnership proposals.
<b>FUNDING SOURCES/CLARIFICATION:</b>
Cypress-Fairbanks ISD began utilizing the Early Education Allotment funds to provide full-day prekindergarten services to all qualifying students beginning on January 6, 2020. Early Education Allotment funds were utilized to provide salaries and materials.
<b>BOARD GOAL ADDRESSED:</b>
GOAL 1: The district will ensure academic performance and achievement levels reflect excellence in learning and attainment of both high expectations and high standards for all students.
<b>BACKUP: YES</b>

## Backup for Prekindergarten Waiver

House Bill 3 requires that full-day prekindergarten be provided for all eligible four-year-old students. The legislation required full-day programming to begin September 1, 2019. The district chose to implement full-day prekindergarten services on January 6, 2020 in order to hire additional teachers and provide materials that meet the Texas High Quality Prekindergarten Standards mandated by House Bill 3.

Although we have already implemented full-day prekindergarten in Cypress-Fairbanks ISD, the district is required to complete the full-day prekindergarten waiver from TEA. The full-day prekindergarten TEA waiver requires a public meeting to consider potential partnerships with public or private entities regarding offering full-day prekindergarten for eligible four-year-old students at their locations. In order to comply with the waiver, we must consider partnership proposals at this public board meeting. We received two proposals for prekindergarten partnerships. One provider, Milestone Learning, is a Texas Rising Star 4-Star rated provider and the other provider, Laugh N' Discover Early Learning Center, meets the requirements from TEC 29.1532. Since we now serve all eligible four-year-old students in our district full-day prekindergarten programs, we are not in need of private prekindergarten partnerships.

2019-2020 Private Pre-K Provider Proposal Form

Name of Child-Care Provider	Laugh N' Discover Early Learning Center
Name of Contact Person	Lakeshia Dorsey, M.Ed.
Address	7424 Fairbanks North Houston Road Houston, Texas 77040
Phone Number	713-462-1234 Office 281-645-9077 Business Cell* preferred contact method
Email	<a href="mailto:learn@laughndiscover.com">learn@laughndiscover.com</a>
Selection of Met Criteria/ Type of Partnership	<input type="checkbox"/> <b>Texas Rising Star 3+ Star Certification</b> <input type="checkbox"/> Nationally Accredited <input type="checkbox"/> Head Start <input type="checkbox"/> Texas School Ready! <input type="checkbox"/> Meets Requirements of TEC 29.1532 <input type="checkbox"/> Other _____
Number of 4-year-olds who Meet Pre-K Eligibility Criteria	<input type="checkbox"/> 0-4 <input checked="" type="checkbox"/> <b>5-10</b> <input type="checkbox"/> 10-15 <input type="checkbox"/> 15 or more _____
Do you currently have a teacher with a Texas Teaching Certificate who is certified to teach Pre-K and ESL/ Bilingual students?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>No</b> <input type="checkbox"/> Other _____
What learning opportunities do you currently offer your 4-year-old students at your childcare center? Please include current curriculum and instructional practices.	<p><b>Curriculum: Texas DLM Early Childhood Express-Texas Approved Curriculum</b></p> <p>Instructional Practices: Whole Group, Small Group, STEAM, Free Play, Language and Communication, Science, Social Studies, Writing, Literacy, Math</p> <p>Philosophy: We believe that young children benefit from a blend of direct instruction and hands on learning.</p> <p>Progress Monitoring: Teaching Strategies Gold-<b>Texas Approved Assessment Instrument</b></p>

<p>What would be your process to recruit, employ, and sustain a certified teacher who meets the Texas High Quality Pre-K Qualifications?</p>	<p>It is our desire to employ a teacher that is already in our preschool network.</p> <ul style="list-style-type: none"><li>• The Director/Owner is certified in Louisiana, has three years of experience as a pre-kindergarten teacher and is ninety percent complete with Texas Teacher certification.</li><li>• The Assistant Director was recently approved to take two certification tests, currently has a bachelor's degree and years of experience in early childhood education.</li><li>• The current lead teacher possesses a Preschool CDA credential and will transition to the paraprofessional position.</li><li>• In the event, either of the available options are unsuccessful, we will attend and host local job fairs to attract certified teachers.</li></ul>
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<p>What would be your process to recruit, enroll, and sustain qualifying students in your program?</p> <p>Part of our enrollment requirements include gathering registration and income documents from parents/guardians. What process would you use to collect these documents from parents/guardians?</p>	<p>The registration documents will be processed by our instructional support assistant. Our administrative team will organize enrollment folders in advance to ensure a smooth document acceptance process.</p> <p>To ensure we sustain a healthy enrollment, I commit to the following:</p> <ul style="list-style-type: none"> <li>• Marketing Online- posting on our website and social media platform about vacancies</li> <li>• Maintaining A Waiting List- continuing to market in the community once we reach full enrollment</li> <li>• Displaying School Signage- marketing banners will be added to our preschool, so the community is aware we offer Public Pre-K</li> <li>• Attending Community Events- exhibiting during local events will allow us to reach prospective families.</li> <li>• Creating A Referral System- communicating with current parents to share with family and friends about our vacancies.</li> </ul>
<p>What would be your process for increasing and reporting daily attendance for students?</p>	<p>An instructional support assistant position will be created to oversee all documentation pertaining to the Pre-K Partnership. We will report attendance daily at 9am to the database.</p> <p>Currently we have a 90% attendance rate in our Private Pre-K classroom because we offer interactive activities and special events.</p>
<p>A partnership with CFISD requires the implementation of CFISD Pre-K curriculum. How do you plan to support teachers with the implementation and ensure fidelity to the program?</p>	<p>With over a decade of experience as an early childhood educator, I am adept in identifying and implementing high quality instruction for young children. As an early childhood educator, I have served as a pre-kindergarten and kindergarten teacher, preschool owner, child development professor and early childhood trainer. Moreover, while my on-the-job experience has afforded me a well-rounded skill set, I also have a solid educational foundation and a passion for teaching our youngest learners and supporting early childhood professionals.</p> <p>To ensure successful implementation and fidelity, I</p>

	<p>commit to the following:</p> <ul style="list-style-type: none"><li>• Providing coaching in the classrooms monthly.</li><li>• Checking lesson plans every Wednesday which will provide flexibility for teachers to revise, as needed.</li><li>• Create a consistent professional development schedule to ensure the educators are abreast of current knowledge.</li><li>• Design instructional videos for quick reference during lesson planning.</li></ul>
<p>Explain why CFISD is a good candidate to partner with your childcare center to provide services for Pre-K eligible students?</p>	<p>Laugh N' Discover Early Learning Center is an excellent fit because for the last three years we have exceeded the state pre-kindergarten standards. The scholars in our Private Pre-K program have successfully transitioned to Kindergarten at or above grade level expectations.</p>

## 2019-2020 Private Pre-K Provider Proposal Form

**Name of Child-Care Provider** MILESTONE LEARNING PRESCHOOL  
**Name of Contact Person** PAMISHA METOYER and/or MELANIE JONES  
**Address** 8642 HIGHWAY 6 NORTH HOUSTON, TX 77095  
**Phone Number** 281-861-4122  
**Email** MILESTONELEARNINGPRESCHOOL@GMAIL.COM

### Selection of Met Criteria/ Type of Partnership

Texas Rising Star 3+ Star Certification  
Nationally Accredited  
Head Start  
Texas School Ready!  
Meets Requirements of TEC 29.1532  
Other \_\_\_\_\_

### Number of 4-year-olds who Meet Pre-K Eligibility Criteria

0-4  
5-10  
10-15  
15 or more \_\_\_\_\_

**Do you currently have a teacher with a Texas Teaching Certificate who is certified to teach Pre-K and ESL/ Bilingual students?**

Yes

No

Other \_\_\_\_\_

**What learning opportunities do you currently offer your 4-year-old students at your childcare center? Please include current curriculum and instructional practices.**

Emergent literacy skills (i.e. reading and writing)	Building number sense
Promoting active learning	Experiencing science, art, and music
Making Choices	Learning to get along in groups
Acquiring respect for individual differences	Learning responsible behavior

**What would be your process to recruit, employ, and sustain a certified teacher who meets the Texas High Quality Pre-K Qualifications?**

The owners/directors of Milestone Learning Preschool are Texas Certified Teachers. Specifically, Pamisha Metoyer has an EC-6 and ESL certification. She is the teacher of record for our Preschool/Pre K scholars.

**What would be your process to recruit, enroll, and sustain qualifying students in your program? Part of our enrollment requirements include gathering registration and income documents from parents/guardians. What process would you use to collect these documents from parents/guardians?**

Many of the families that we serve are very pleased with our existing preschool program. We are confident that through the partnership our existing scholars that are eligible for PreK would remain. We also recruit students through our open house events, back to school events, community flyers, and social media.

As a licensed childcare provider, we are required by the DFPS to maintain and update student registration files. We require our parents to sign and return all required registration documents upon enrollment. We also use a registration file checklist to ensure all required documents are received. Files are audited, quarterly.

**What would be your process for increasing and reporting daily attendance for students?**

Fortunately, our parents understand the value of prekindergarten and treat attendance as a priority. We are required by the Texas DFPS and our Food Program Sponsor to report and maintain accurate attendance records.

Our process has been to develop a great family-school rapport/relationship through various means of communication strategies (i.e. Remind, monthly newsletter, daily reminder notes, parent board, homework folder, PTO meetings, parental invites, playdates, just to name a few). Parents are required to contact us by way of text, phone call, or email if his/her scholar is unable to attend school. If scholar is seen by a physician, parent is required to return student to school with a return to school form from the physician's office.

**A partnership with CFISD requires the implementation of CFISD Pre-K curriculum. How do you plan to support teachers with the implementation and ensure fidelity to the program?**

Presently, we have what we consider our own "MLP" Curriculum, which consists of a variety of early learning strategies and methods. We use the Texas Prekindergarten Guidelines and Kindergarten TEKS as a resource to ensure reliability within our curriculum. We collaborate with our teachers to create consistency for our scholars. This helps to establish routines that are consistent from day to day. We also present expert lessons to our teachers to reinforce that great instruction is taking place.

**Explain why CFISD is a good candidate to partner with your child-care center to provide services for Pre-K eligible students?**

Because we are Texas Certified School Teachers, we have an advantage over other preschools in our immediate area. We have the experience on following a curriculum, writing and delivering a quality lesson plan, knowing how to differentiate a lesson to a learner's need, and assess and re-assess for fluency. We understand how important and necessary it is to build a strong foundation. Without this foundation, many students show up at school ill-prepared for kindergarten.

## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Bill Powell  
Paula Ross  
  
  
**Prepared by:** Bill Powell

**AGENDA ITEM:**

The Board will consider awarding bids and contracts and/or authorizing purchase orders as recommended in the posted agenda item.

1. Purchase: **CFISD Metal Detectors**  
 Budget: Bond Funds  
 Est. Amount: \$957,983.00  
 To: Dowley Security Systems
  
2. Purchase: **Cyber Recovery Vault**  
 Budget: 2014 Technology Bond Funds  
 Est. Amount: \$442,520.01  
 To: Unique Digital, Inc.

**SUGGESTED MOTION:**

I move that the Board award bids and contracts and/or authorize purchase orders as recommended in the posted agenda item

**FUNDING SOURCES/CLARIFICATION:**

**Item 1: CFISD Metal Detector Project**

*Funding Source: Bond Funds*

This recommendation is for Dowley Security Systems to provide walk-through metal detectors and accessories. The units will be deployed at CFISD High Schools & Middle Schools along with the Berry Center & Pridgeon Stadium.

**Item 2: Cyber Recovery Vault**

*Funding Source: 2014 Technology Bond Funds*

This recommendation will provide another level of protection as part of the District's cybersecurity initiative that will restore and protect mission critical applications from malicious attacks.

**BOARD GOAL ADDRESSED:**

**Goal 6: Operations Management**

The district will ensure that facilities adequately support the educational program and other operations.

**BACKUP: YES**

# CYPRESS FAIRBANKS

INDEPENDENT SCHOOL DISTRICT

LEARN • EMPOWER • ACHIEVE • DREAM

**To:** Bill Powell  
Assistant Superintendent of Support Services

**From:** Severin Castro  
Director of Purchasing

**Date:** January 30, 2020

**Re:** CFISD Metal Detector Project  
Contract #19-07-1063

Item Description	Qty	Digital Access Control	<u>Dowley Security Systems*</u>	Network Cabling Systems
CEIA PDM2PLUS/EZH Walk-Through Metal Detectors and Accessories				
<b>Total Purchase Price</b>	1	No Bid	<b><u>\$957,983.00</u></b>	\$1,470,000.00

\* Dowley Security Systems is a contracted vendor on the TIPS (The Interlocal Purchasing Systems) Purchasing Cooperative Contract No. 18020401.

**Recommendation:** Dowley Security Systems

**Funding:** Bond Funds

**Estimated Expenditure:** \$957,983.00

**One-time Purchase**

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## CYPRESS-FAIRBANKS ISD POLICE DEPARTMENT

11200 Telge Rd. Cypress, TX. 77429  
Tel. 281-517-2889 Fax 281-897-4694



September 2019

### Metal Detector Project Narrative

In late September of last year, a committee was formed to research and test new walk-through and hand-held metal detectors that would replace the aging school districts metal detectors as approved by the most recent bond election. The committee consisted of Scott Hudson, Emergency Management Director, Brent Buchanan, Berry Center Assistant Director and me. The current Garrett walk-through and hand-held models are approximately 20 years old and have been maintained by my office. Due to the age of the devices, it is becoming increasingly difficult to maintain these devices in working order and several devices in the district have been taken out of service.

At our first meeting the committee discussed the needs of the district. The District Emergency Operations Plan requires that all secondary schools perform 8 random metal detector student searches per school year. The Berry Center, Pridgeon Stadium and other district special event facilities use these devices on a more consistent basis. Therefore, the goal of the committee was to find devices that utilized modern technology and that would satisfy the needs of our school campuses, stadiums and special event centers.

Individually and prior to the meeting, the committee members had conducted research and even contacted vendors to determine pricing. After comparing all available information, it was determined that there may be a need to test a device that satisfied the needs of the school campuses and a different device that satisfied the needs of the stadium and event centers. The committee then determined the total number of devices that were needed at each venue. For the Berry Center, Pridgeon Stadium and other event centers a total of 20 devices are needed. For the secondary school campuses it was determined that each campus would receive a minimum of 2 walk-through metal detectors.

Before moving forward in the process, it was determined that there needed to be clarification from district leadership on the direction that the metal detector program would take. The first option would be to permanently install metal detectors on the 3 or 4 entry points of each secondary campus and event centers would remain portable. The second option would be to keep all devices portable at the secondary campus and event centers. Mr. Hudson took both options to the District Support Team (DST) meeting in November. The DST unanimously decided that the metal detector program would remain portable at all facilities. After receiving this clarification from the policy group and since the quantity of what was needed had been agreed on, we had to find a product that could work within the million-dollar cap for this project.



At our second meeting the committee reached out to different metal detector companies to ask about their products and to check basic pricing. It became apparent to the committee that without representation we were not going to get anywhere. It was at this time that Mr. Hudson requested I reach out to Michael Johnson with Dowley Security Services for assistance in this matter. Dowley has a long-standing relationship with the district and provides at least 80% of all security contracted services to the district. The committee requested that a product be found to meet the needs of all district facilities to have continuity within the program.

Dowley representative Michael Johnson, via email conversations, delivered as promised by presenting product specifications cut sheets for the major metal detectors currently obtainable on the market. Through his connections we were able to talk to the individual company sales representatives directly, contact their customers that utilized their products and eventually test the devices. The committee determined that there were four companies that would meet the district's needs, Garrett, Ceia, Fisher and ViewScan. ViewScan was the first to be demonstrated at the Berry Center. This product was specifically geared towards primary use at the stadium facilities and Alternative Learning Centers. Although an impressive system its price and durability left unanswered questions and it was ultimately removed from consideration. Garrett was set to be the second product for review for the purposes of the school campuses yet was removed from the running prior to being demonstrated. This was a result of further investigations into the capabilities of the walk-throughs they currently had on the market and communication with Katy ISD who formerly used this product. Fisher however did provide a walk-through unit and was demonstrated at the police department. Mr. Hudson and I were both unimpressed by the complexity and the lack of services it was unable to provide to the event facilities. It must also be noted that no further product advancement had happened within the last 5 years and the committee felt this and may lead to the district having antiquated walk-throughs as a result.

Lastly, we reviewed CEIA at Dowley Security Headquarters by a CEIA sales associate and a provided engineer to answer any technical questions we may have had. After a comprehensive review of the product and options the company could present it was determined that this product could fit all the district requirements. The unit was basically a highly modifiable platform in which specific modules could be applied or removed to easily fit the desired result. In other words, the district could utilize one product at all locations to complete the desire of all parties involved and thusly be a more serviceable unit effectively costing less money in the long run. The committee deliberated and set forth a basic equipment list and requested that Dowley provide a quote of the exact parts required to complete all stadium and campus requirements. Dowley complied with this request as a Tips Partner and their documented purchasing agreement with CEIA. Furthermore, they helped set forth the delivery and implementation process for the district to utilize if it saw fit to do so.

The committee reviewed the pricing from two companies since the third company did not provide any pricing information.

- Dowley Security Systems provided a quote of \$957,983 for a total of 89 CEIA PMD2Plus Walk-Through Metal Detectors and 120 CEIA Model PD240 Hand Held Metal Detectors.
- Network Cabling Systems provided an quote of \$1,470,000 for the same equipment as described above.
- Digital Access Controls provided no bid.

Dowley Security Systems meets all functionality and capabilities that are needed to protect our schools and facilities. It is the committee's recommendation that Dowley Security Systems be awarded the project.



**Andrew Bailey**  
**CFISD Police Technology Foreman**



Advanced  
Technology  
To **Secure** Your Business

Date: December 5, 2019

SCOTT HUDSON / ANDREW BAILEY  
CFISD POLICE DEPARTMENT  
11200 TELGE RD  
CYPRESS, TX 77429

RE: CFISD Metal Detector Project

Dear Scott & Andres,

This proposal is for Dowley Security Systems to provide CEIA PMD2PLUS/EZH walk-through Metal Detectors and accessories per the spreadsheet provided by CFISD Police Department IT. The units will be deployed at CFISD High & Middle Schools along with the Berry Center & Pidgeon Stadium. Dowley's proposal also includes Onsite Training, Shipping & Handling.

Please see our TIPS (Contract # 18020401) proposal sheet on the following page.

Thank you and we look forward to working with Cypress-Fairbanks ISD on this project!

Sincerely,

Michael Johnson  
VP of Sales  
832-247-2702  
[mjohnson@dowley.com](mailto:mjohnson@dowley.com)

**Proposal No.** CFISD-MD-2019

**Date:** December 5, 2019



# PROJECT PROPOSAL

**PREPARED FOR:**

**CFISD PD – SCOTT HUDSON / ANDREW BAILEY**

**PHONE:** 281-897-4337

**EMAIL:** Scott.Hudson@cfisd.net – Andrew.Bailey@cfisd.net

# SCOPE & PROJECT PLAN

## STATEMENT OF WORK

CFISD - CEIA METAL DETECTOR KIT - FOR SCHOOLS				
QTY	MODEL #	DESCRIPTION	UNIT PRICE	EXT COST
66	PMD2PLUS/EZH D	PMD2Plus Walk-Through Metal Detector, elliptic mobile heavy duty version, with anti-vandalism and anti-tampering stainless steel control unit case and IP65 protection degree (IEC 529), complete with four multi zones display bars programmable as pacing lights and/or 60 localization zones with left and right indication, Met-Identity technology, low voltage DC power, Chip-Card programming, One-Touch automatic self-installation, Bluetooth and infrared communication, anti-tamper on/off switch	\$ 6,345.00	\$ 418,770.00
67	MBSU-2-HD	Mains & Battery Supply Unit -High reliability compact portable battery back-up with embedded fast charger device for HD detectors (without transport case)	\$ 1,085.00	\$ 72,695.00
67	70569U	Transport and Stabilizing Kit for Elliptic Walk-Through Metal Detectors, Horizontal	\$ 785.00	\$ 52,595.00
67	57290	Elliptic Gate Protective Cover	\$ 405.00	\$ 27,135.00
0	67021U	Mobile Divesting Table	\$ 750.00	\$ -
70	PD240-SET	Hand Held Metal Detector model PD240 with standard sensitivity and alarm indication by vibration on the handle.	\$ 275.00	\$ 19,250.00
66	DSS-FRT-TRN	Onsite Training - Shipping & Handling	\$ 500.00	\$ 33,000.00
<b>Total for CEIA Metal Detector Kit - Schools</b>				<b>\$ 623,445.00</b>
CFISD - CEIA METAL DETECTOR KIT - FOR VENUES				
23	PMD2PLUS/EZH D	PMD2Plus Walk-Through Metal Detector, elliptic mobile heavy duty version, with anti-vandalism and anti-tampering stainless steel control unit case and IP65 protection degree (IEC 529), complete with four multi zones display bars programmable as pacing lights and/or 60 localization zones with left and right indication, Met-Identity technology, low voltage DC power, Chip-Card programming, One-Touch automatic self-installation, Bluetooth and infrared communication, anti-tamper on/off switch	\$ 6,345.00	\$ 145,935.00
24	MBSU-2-HD	Portable Battery	\$ 1,085.00	\$ 26,040.00
23	57290	Transport Case with Wheels	\$ 2,475.00	\$ 56,925.00
24	62928	photocells transit counter	\$ 865.00	\$ 20,760.00
24	MTD-MNA1	Modem for Metal Detectors (No charge for Modem - Must be on PO)	\$ -	\$ -
23	SWLIC-M	CEIA NetID annual subscription (1YR subscription)	\$ 1,495.00	\$ 34,385.00
23	AMPSIM2PLUS/E	Integrated Web-Server & Logger for WTMD	\$ 659.00	\$ 15,157.00
6	3539	Chip Card - EVA (set calibration for wind)	\$ 66.00	\$ 396.00
50	PD240-SET	Hand Held Metal Detector model PD240 with standard sensitivity and alarm indication by vibration on the handle.	\$ 275.00	\$ 13,750.00
6	HHDS-5	Five Hand Held Metal Detectors Docking Station Base	\$ 365.00	\$ 2,190.00
10	67021U	Mobile Divesting Table	\$ 750.00	\$ 7,500.00
23	DSS-FRT-TRN	Onsite Training - Shipping & Handling	\$ 500.00	\$ 11,500.00
23	<b>Total for CEIA Metal Detector Kit - Schools</b>			<b>\$ 334,538.00</b>
<b>CFISD CEIA METAL DETECTOR PROJECT - PRICING BASED ON TIPS CONTRACT # 1802041</b>				<b>\$ 957,983.00</b>

## **PROJECT PLAN / TIMELINE**

From the date of receipt of PO & 40% down payment check, Dowley expects the first handful of metal detectors to be delivered directly to CFISD PD or a CFISD Warehouse within three weeks. Per CFISD's request Dowley & CEIA will schedule end-user training to commence the week after their arrival. The remaining metal detectors will be delivered in phases over a 3-4-month period thereafter.

## **ESTIMATE / PAYMENT TERMS**

Upon receipt of a signed proposal or contract, Dowley will issue an invoice for a 40% down payment. When the initial invoice is paid, Dowley will proceed with materials purchase. Dowley will provide an invoice for each of the customer approved shipments of metal detectors until order is 100% delivered and receive customer acceptance.

***Dowley Security Systems – TIPS Contract # 1802041 proposal cost: \$ 957,983.00***

# ABOUT **DOWLEY**



## OUR **PROFILE**

Dowley Security Systems is a full-service electronic security and technology integration provider serving all major markets across North America and abroad.

## WHAT **WE DO**

Our holistic and technical approach to security systems includes integration strategies with:

- ✓ Access Control
- ✓ Video Surveillance
- ✓ Life Safety & Intrusion
- ✓ Perimeter Security
- ✓ IT Infrastructure
- ✓ Monitoring

Dowley designs, installs, monitors and maintains an array of security solutions that help our customers secure and protect their businesses and the people occupying them. As a full-service provider of electronic security and technology integration solutions, Dowley has decades of experience delivering the most effective and reliable security solutions tailored to the specific needs of our clients.

Our firm maintains a highly qualified technical staff that specializes in security consulting, systems design, infrastructure and security systems installation, integration, and systems maintenance and support. Our clients can rest assured that our professionals have the experience, expertise, knowledge and training to address, identify and resolve your security vulnerabilities.

Dowley is recognized as an industry leader and has been the recipient of several awards from prestigious security industry trade magazines and associations including the 2012 Gold Medal Security Innovation Award by Security Technology Executive magazine which honors the best and brightest in innovative uses of security technology, Fast50 2013 award by Security Dealer & Integrator magazine naming Dowley as one of America's fastest growing systems integrators, and the 2012 Top 100 Systems Integrators in the U.S. by SDM Magazine.

Dowley is headquartered in Houston, TX and is licensed by the Texas Department of Public Safety Private Security Board, to perform security systems installation and integration.

# OUR EXPERTS

## DOWLEY TEAM

Dowley maintains a highly qualified technical staff that specializes in security consulting, systems design, critical infrastructure, security systems installation, integration, maintenance and support.

Our dedicated and specially trained employees have the training, knowledge and expertise they need to implement your security application, while our strategic partnerships with industry leaders bring added value and customer insight

## PROFESSIONAL STAFF

### MARK DAVIS

#### President and Chief Executive Officer

##### EXPERIENCE:

30 Years

##### Education:

Undergraduate Studies  
University of Houston, Houston, TX

### ROB LARSEN

#### Director of Engineering

##### EXPERIENCE:

15 Years

##### GOVERNMENT CREDENTIALS:

Transportation Workers  
Identification Credential (TWIC)  
DHS Chemical-Terrorism  
Vulnerability Information Authorized  
User

##### TRAINING & CERTIFICATIONS:

IP Video Systems  
Access Control  
Physical Security  
ACP  
PSNA  
DHS Incident Command 100, 200,  
700, 703, 704, 800  
City of Houston High-Rise Fire  
Warden  
State of Texas Firefighter M2, EMR

##### REGISTRATION:

Texas Commission on Private  
Security

Mark Davis currently holds the position of President and Chief Executive Officer for Dowley Security Systems, Inc. Prior to joining Dowley, Mark was the Chief Operating Officer for NetVersant Solutions, a national provider of Information Technology Integration services.

A recognized Executive in the communications industry, Mark began his career in 1981 with the Williams Companies, where he was employed for 23 years. At Williams, Mark held the position of Vice President of North American Sales and was an Officer/Director of Williams Communications Group. Throughout his career, Mark has served in a number of advisory capacities related to the communications industry, most recently serving on the Advisory Board of the Erik Jonsson School of Engineering and Computer Science at the University of Texas at Dallas.

Robert Larsen is a seasoned professional in the electronic security industry, with broad experience in physical security needs analysis, solution development, and security system assessment. He has provided solutions engineering and technical expertise for organizations such as Harris Health (Harris County Hospital District), Texas Children's Hospital, City of College Station Utilities, UTMB, Montgomery County, Texas DoT, Wharton County Jr. College, and Oxy Petroleum.

Mr. Larsen is the Director of Engineering for Dowley, responsible for technical assessment and solution design of electronic security systems. In this role he has developed solutions for a wide variety of clients; ranging from commercial high-rise lease space to industrial and governmental applications, as well as overseeing electronic security design and deployment from pre-sales concept phase to project close-out.

Mr. Larsen holds a Bachelor of Business Administration from Sam Houston State University, and attended South Texas School of Law. Additionally, Mr. Larsen is certified in AMAG Symmetry, SoftwareHouse CCure, Axis, ExacqVision Enterprise, Talkaphone, Bosch, Sielox, PSNA, and is a certified Firefighter and Emergency Medical Responder.



# EXECUTIVE TEAM



**Casey Deshazo**  
Controller

Casey is a highly experienced and detail-oriented finance professional responsible for all finance and accounting functions within Dowley. Casey joined Dowley in February of 2016, most recently from five (5) years at Convergent Technologies where she held the position of Operations Finance Manager.



**Mark Davis**  
President & Chief Executive Officer

Mr. Davis joined Dowley as their President & CEO in October of 2014. An effective leader with over 20 years' experience in the technology industry, Davis has led the transformation of Dowley into a high performing and client focused team positioned for continued aggressive growth and long-term success.



**Mike Johnson**  
Vice President of Sales

Mr. Johnson has over 20 years of direct sales and sales leadership experience in the security industry. A seasoned veteran, Mike is focused on the development of Dowley's sales team and leading their efforts towards achieving Dowley's aggressive revenue growth targets.



**Rob Larsen**  
Director of Engineering

Mr. Larsen is responsible for technical assessment and solution design of electronic security systems. Rob oversees system design and technical documentation from pre-sales concept phase to project close-out. With 15 years' experience in the electronic security industry, he has provided services and technical expertise in needs analysis and solution development to customers in Healthcare, Petro-Chem, Government, and High-Rise and Commercial lease space.



**Mike Peavey**  
Director of Operations

Mike, a 14-year industry veteran, joined Dowley in 2017. Through increasing roles of responsibility with Argyle Security, Tech Systems, and Climatec, Mike has gained extensive experience in driving operational efficiencies and high levels of customer satisfaction. A skilled leader, Mike is responsible for the overall management of Dowley's operations team.

# OUR PARTNERS

## DOWLEY PARTNERSHIPS

Dowley is dedicated to bringing added value and state-of-the-art solutions to our customers through our strategic and long-term relationships with the industry's leading manufacturers.



**Advanced Technology**  
To **Secure Your Business**

### Solution Partners



<b>VIDEO SURVEILLANCE</b>	<b>VIDEO MANAGEMENT</b>	milestone The open-platform company PELCO	Panasonic exacq Technologies
	<b>VIDEO HARDWARE</b>	AXIS SOLUTION GOLD PARTNER Hanwha	Panasonic ONCAM PELCO
	<b>ACCESS CONTROL</b>	AMAG TECHNOLOGY 3xLOGIC	AIPHONE® OPEN OPTIONS® ACCESS TECHNOLOGY
	<b>LIFE SAFETY &amp; DETECTION</b>	Kidde BOSCH	CASE SYSTEMS, INC. Farenhyt by Honeywell EDWARDS STRATEGIC PARTNER
	<b>SECURITY INFRASTRUCTURE</b>	razberi technologies Seneca An Arrow Company	FLUIDMESH NETWORKS comnet Communication Networks

10784 Kempwood Drive, Houston, TX 77043 • 713-721-9732 • 713-456-2680 FAX • DOWLEY.COM

# PROJECT PORTFOLIO

## Project References:

### CLIENT: Cypress-Fairbanks ISD | Houston, TX

*As the preferred physical security provider for Cypress-Fairbanks ISD, Dowley Security Systems has been awarded numerous contracts throughout the District over the past four (4) years. Installation of access control, video surveillance & intrusion systems in multiple newly constructed schools, existing school renovations and numerous special projects, a couple of which are highlighted below:*

*SERVICES: Access Control, Electronic Door Hardware & Video Intercom systems*

Dowley Security Systems was awarded a contract to secure 400+ doors across 90 facilities with access control at the 3rd largest school district in TX, CFISD. The project also included the addition of Electrified Strikes, Electrified Panic Hardware, Proximity Readers & expansion of CFISD's existing AMAG Enterprise Access Control system. The contract also included the addition of 55+ Aiphone Video Intercom door stations.

*SERVICES: District-Wide Conversion of Analog Video to IP Video Surveillance systems*

Dowley Security Systems was awarded a contract from Cypress-Fairbanks ISD to upgrade 4000+ analog cameras to new IP megapixel cameras across 90+ Cypress-Fairbanks facilities district-wide. The newly deployed cameras will be added to CFISD's existing Exacq Enterprise video surveillance system.

### CLIENT: Kelsey-Seybold Clinic | The Woodlands, Katy, Missouri City & Houston, TX

*SERVICES: Access Control, Video Surveillance Systems & Door Hardware Integration*

As the preferred physical security provider for Kelsey-Seybold Clinics, Dowley Security Systems has been awarded contracts to install IP Video Surveillance, Access Control & Electronic Door Hardware at the following new Kelsey-Seybold Clinics: The Woodlands, Katy & Sienna Plantation. Dowley was also awarded the Renovation of Kelsey-Seybold Main Campus; the combined projects included the installation of (113) Access Control Doors & (72) IP Cameras.

### CLIENT: Port of Houston Authority | Houston, TX

*SERVICES: Video Management, Situation Awareness, Biometric Access Control, Intercom systems*

Dowley is the lead security integrator for numerous projects that included strategically designing, planning, implementing, integrating and upgrading their video management, situation awareness, biometric access control and intercom systems for the Port of Houston Authority (POHA) and several remote locations. The security solutions provide a secure infrastructure and are designed to withstand any catastrophic event. Dowley also worked with the POHA to secure Department of Homeland Security Federal Emergency Management Agency (FEMA) grant funding for these projects.

**CLIENT: Goodyear Tire & Rubber Company | Houston & Beaumont, TX**

*SERVICES: Dowley Security Systems in under a multi-year contract to provide preventative maintenance services for the video surveillance systems at Goodyear's three (3) Chemical Plants located in Houston, Bayport and Pasadena, Texas. In addition, in 2017 Dowley provided a complete video surveillance system replacement at Goodyear's Pasadena, Texas location which was devastated by Hurricane Harvey.*

**CLIENT: LEVCOR | Houston, TX**

*SERVICES: Levcor, founded in 1980, is one of Houston's leading development, leasing and management companies. In early 2018 Dowley completed installation of a new video surveillance systems for one of Levcor's premier Houston retail properties – Post Oak Plaza. Further, Dowley is under contract to maintain the system for four (4) years.*

**CLIENT: FORT BEND COUNTY | Richmond, TX**

*SERVICES: County wide Fire Alarm Monitoring, Installation & Maintenance*

*As the preferred fire alarm system provider for Fort Bend County, Dowley Security Systems has been awarded multi-year contracts to monitor & maintain all fire alarm & sprinkler systems across (59) facilities through Fort Bend County.*

**CLIENT: GALENA PARK ISD | Galena Park, TX**

*SERVICES: Access Control, Video Surveillance, Intrusion Detection & Fire Alarm Installation*

*As a preferred security & fire alarm system provider for Galena Park ISD, Dowley Security Systems has completed installation of access control, video surveillance, intrusion detection & fire alarm systems at (6) GPISD facilities in the past 12 months.*

# CONTACT **INFORMATION**

## **CORPORATE HEADQUARTERS**

10784 Kempwood Drive  
Houston, TX 77043  
P: 713.721.9732  
F: 713.664.6048

Company Founded: **06/01/2006**  
Federal Tax ID No: **205033796**  
Dun & Bradstreet No: **782992668**  
Number of Employees: **25**

**CUSTOMER SERVICE**  
TEXAS | [houston@dowley.com](mailto:houston@ dowley.com)

# ACCEPTANCE OF **PROPOSAL**

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VICE PRESIDENT – REVIEWED

---

CUSTOMER SIGNATURE

---

MIKE JOHNSON

---

VICE PRESIDENT – PRINT NAME

---

CUSTOMER – PRINT NAME

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11-27-2019

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DATE

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DATE



**[WWW.DOWLEY.COM](http://WWW.DOWLEY.COM)**

# CYPRESS FAIRBANKS

INDEPENDENT SCHOOL DISTRICT

LEARN • EMPOWER • ACHIEVE • DREAM

**To:** Paula Ross  
Chief Technology Officer

**From:** Kim Bowlin  
Technology Project Specialist

**Date:** January 15, 2020

**Re:** Cyber Recovery Vault  
Contract #19-07-1030

Item Description	Qty	Unique Digital, Inc.*	Centre Technologies	Mark III	GTS Technology Solutions	CMA
Total Purchase Price						
Cyber Recovery Vault including: Data Domain and Avamar Nodes, CyberSense - 50TB and Services, Vault Server and Switch, Dell R740 Server, Dell R640 Server, Dell Switch and Next-Gen Firewall.	1	\$442,520.01	\$502,918.98	No bid	No bid	No bid

\* Unique Digital, Inc. is a contracted vendor on the DIR (Department of Information Resources) Purchasing Cooperative, Contract No. DIR-TSO-4299/DIR-TSO-3763.

**Recommendation:** Unique Digital, Inc.

**Funding:** 2014 Technology Bond Funds

**Estimated Expenditure:** \$442,520.01

cj

**Software Renewal Process**

Step 6 and 7

**Product or Service:**

Cyber Recovery Vault

**CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT**

**QUOTATION TABULATION FORM**

Authorized By:  
Karen Fuller

For Use By:  
NIC

Quotation Number:  
Q 56839

Quotation Date

Purchase Order Number(s)

Purchase Order Date

	Vendor Name	Centre Technologies	Unique Digital Response	Mark III	GTS Technology Solutions	CMA
	Contact	Jamie Schanbachler	Heather Stagner	Noelle Kuehn	Jocelyn Ciervo	Peter Chynoweth
	Phone	281-506-2479	713-777-0447/281-832-7442	713-664-9850	512-681-6235	518-783-9003

Items	Qty	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	
Please see attached documentation for items & cost from each vendor.							
		Total	\$502,918.98	Total	\$ 442,520.01	Total	No bid
		Total		Total		Total	No bid
		Total		Total		Total	No bid
		Total		Total		Total	No bid
		Total		Total		Total	No bid
<b>Grand Total</b>			\$502,918.98		\$442,520.01		No bid

**Notes**  
The \$0 line items in the bids are included in the bill of materials, they just have a \$0 cost associated to them. In other words, they are bidding the products listed, there is just no charge. It is recommended that Unique Digital Response be awarded the bid



EMC Corporation  
176 South Street  
HOPKINTON MA 01748  
USA

**Unique Digital Response**

Please include your cooperative # or #'s on the respective items.

Wednesday, Dec. 11, 2019

**CyberSense - 50TB and Services**

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
ESEL-MISC-IND	Ind Eng CyberSense 50TB FE 5YR	50			N/A			\$2,560.00	\$128,000.00	DIR-TSO-4299
SERV-RM-0001	SEL 1 HOUR REMOTE IE SERVICES	16			N/A			\$194.12	\$3,105.92	DIR-TSO-4299
UDI-MAINT	UDI re-occurring CyberVault maintenance for 1 year. Includes 2 upgrades/firmware updates to CyberVault environment and 10 hourly blocks for CyberVault maintenance	1			N/A			\$4,000.00	\$4,000.00	DIR-TSO-4299

**Cyber Recovery Vault including Data Domain and Avamar Nodes**

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24		36		\$24,904.75	\$11,705.23	\$11,705.23	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1			36		\$8,965.80	\$4,213.92	\$4,213.92	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1					\$2,490.48	\$1,170.53	\$1,170.53	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1			60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-10GBTM4P-NF	DD 10GBASE T IO MODULE 4PORT	1			60		\$4,078.35	\$1,916.82	\$1,916.82	DIR-TSO-4299
DD6300-34TB	SYSTEM DD6300-12X4 34TB NFS CIFS	1			60		\$49,755.87	\$23,384.85	\$23,384.85	DIR-TSO-4299
DDOS-62-X	DD OS 6.2 LATEST FACTORY CODE=IA	1						\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DD-DD1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1			60		\$64,830.00	\$30,470.10	\$30,470.10	DIR-TSO-4299
C-FLDIN6300	DD6300 OPTION - FIELD INSTALL KIT	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-10GMOP4P-NF	DD 10GBE IO MOD OPTICAL SFP 4PORT OPTION	1			60		\$4,894.02	\$2,300.19	\$2,300.19	DIR-TSO-4299
DD6300	SYSTEM DD6300 NFS CIFS	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-6300-SAS-SLIC-FD	ADD ES EXP KIT,DUAL PATH,DD6300,FLD	1			60		\$3,021.00	\$1,419.87	\$1,419.87	DIR-TSO-4299
C-DS60-4-60S-G3	OPT DS60 SHELF 15X4TB SAS HDD G3	1			60		\$42,857.92	\$20,143.22	\$20,143.22	DIR-TSO-4299





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458-001-335	DD6300 OPERATING ENVIRONMENT SOFTWARE	1		60		\$0.00	\$0.00	DIR-TSO-4299
456-109-424	LICENSE BASE DD OE DD6300=IA	1		60	\$16,313.40	\$7,667.30	\$7,667.30	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60	\$71,265.00	\$33,494.55	\$33,494.55	DIR-TSO-4299
458-002-006	DD BOOST/REPLICATION AIO ENABLER=CB	1		60		\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-001-929	DD6300 SSD CAPACITY LICENSE	1		60		\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
456-111-330	FS 800GB 0.8TB RAW=CF	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-001-801	DD BOOST SOFTWARE OPTION=CB	60		60	\$60.42	\$28.40	\$1,704.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-001-802	DD REPLICATION SOFTWARE OPTION=CB	60		60	\$80.56	\$37.86	\$2,271.60	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-001-800	DD SOFTWARE=CB	60		60	\$1,223.51	\$575.05	\$34,503.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-001-928	DD6300 RAW SHELF CAPACITY LICENSE	1		60		\$0.00	\$0.00	DIR-TSO-4299
456-111-963	DS60 4TB ACT 60TB RAW=CB	1		60		\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-002-508	CYBER RECOVERY VAULT	1		60		\$0.00	\$0.00	DIR-TSO-4299
456-113-789	CYBER RECOVERY VAULT=IC	1		60		\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24	36		\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24	36		\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24	36		\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24	36		\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24	36	\$24,904.75	\$11,705.23	\$11,705.23	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1		36	\$8,965.80	\$4,213.93	\$4,213.93	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1			\$2,490.48	\$1,170.53	\$1,170.53	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1		60		\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	DIR-TSO-4299
458-002-060	DPA SINGLE FEDERATED REPORTING SERVER	1		60		\$0.00	\$0.00	DIR-TSO-4299



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456-112-408	DPA SINGLE FED REPORTING SERVER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60	\$1,207.50	\$0.00	\$0.00	DIR-TSO-4299
458-002-386	DATA PROTECTION CENTRAL MID=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60	\$1,207.50	\$0.00	\$0.00	DIR-TSO-4299
458-001-192	DPS FOR VMWARE	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-556	CLOUDBOOST V2 VM 2TB FOR DPS ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-133	VREALIZE DP EXTENSION 4.0=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-113-086	NW 9.2+ DPS CAP ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-958	DPS FOR VMWARE AVAMAR H ENABLER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-959	DPS FOR VMWARE 2TB AVE H ENABLER=CA	2	60		\$0.00	\$0.00	DIR-TSO-4299
456-113-664	DPS FOR VMWARE RP4VM ENABLER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-832	DPS FOR VMWARE SOCKETS=IA	1	60	\$1,050.00	\$987.00	\$987.00	DIR-TSO-4299
456-110-835	DPS FOR VMWARE DPSEARCH ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-834	DPS FOR VMWARE DPA ENABLER-C=CB	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60		\$0.00	\$0.00	DIR-TSO-4299
458-002-060	DPA SINGLE FEDERATED REPORTING SERVER	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-408	DPA SINGLE FED REPORTING SERVER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60		\$0.00	\$0.00	DIR-TSO-4299
458-002-386	DATA PROTECTION CENTRAL MID=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60		\$0.00	\$0.00	DIR-TSO-4299
458-001-192	DPS FOR VMWARE	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-556	CLOUDBOOST V2 VM 2TB FOR DPS ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-133	VREALIZE DP EXTENSION 4.0=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-113-086	NW 9.2+ DPS CAP ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-958	DPS FOR VMWARE AVAMAR H ENABLER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-112-959	DPS FOR VMWARE 2TB AVE H ENABLER=CA	2	60		\$0.00	\$0.00	DIR-TSO-4299
456-113-664	DPS FOR VMWARE RP4VM ENABLER=IA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-832	DPS FOR VMWARE SOCKETS=IA	1	60	\$1,050.00	\$987.00	\$987.00	DIR-TSO-4299
456-110-835	DPS FOR VMWARE DPSEARCH ENABLER=CA	1	60		\$0.00	\$0.00	DIR-TSO-4299
456-110-834	DPS FOR VMWARE DPA ENABLER-C=CB	1	60		\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1	60		\$0.00	\$0.00	DIR-TSO-4299



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PS-PDADT-ODPDTECH	PD ADDL DEPL TIME: 8HR ONSITE DPD TECH	4						\$4,100.00	\$3,485.00	\$13,940.00	DIR-TSO-4299
PS-PDADT-OPM	PD ADDL DEPL TIME: 8HR ONSITE PRJ MGR	1						\$4,100.00	\$3,485.00	\$3,485.00	DIR-TSO-4299
PS-BAS-DDCR3MDP	CYBER RECOVERY INSTALLATION FOR 3 MTREES	1						\$17,320.00	\$14,722.00	\$14,722.00	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24			36		\$24,904.75	\$11,705.23	\$11,705.23	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24						\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1				36		\$8,965.80	\$4,213.93	\$4,213.93	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1						\$2,490.48	\$1,170.53	\$1,170.53	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1				60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1				60			\$0.00	\$0.00	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24			36			\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24			36		\$24,904.00	\$11,705.23	\$11,705.23	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24						\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1				36		\$8,965.80	\$4,213.93	\$4,213.93	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1						\$2,490.48	\$1,170.53	\$1,170.53	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1				60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1				60			\$0.00	\$0.00	DIR-TSO-4299

**Vault - Server and Switch**

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
<b>Dell R740 Server</b>										
210-AKZR	PowerEdge R740XD Server	1			60		\$31,282.74	\$14,702.89	\$14,702.89	DIR-TSO-3763



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329-BEIK	PowerEdge R740/R740XD Motherboard	1	60	\$0.00	\$0.00	DIR-TSO-3763
461-AADZ	No Trusted Platform Module	1	60	\$0.00	\$0.00	DIR-TSO-3763
321-BDSJ	Chassis with up to 12x3.5" HDDs on BP, No Mid-Bay and 2x3.5" HDDs Flexbay, 1 or 2CPU Config	1	60	\$0.00	\$0.00	DIR-TSO-3763
340-BLBE	PowerEdge R740XD Shipping	1	60	\$0.00	\$0.00	DIR-TSO-3763
343-BBFU	PowerEdge R740 Shipping Material	1	60	\$0.00	\$0.00	DIR-TSO-3763
338-BRVH	Intel Xeon Gold 5218 2.3G, 16C/32T, 10.4GT/s, 22M Cache, Turbo, HT (125W) DDR4-2666	1	60	\$0.00	\$0.00	DIR-TSO-3763
338-BRVH	Intel Xeon Gold 5218 2.3G, 16C/32T, 10.4GT/s, 22M Cache, Turbo, HT (125W) DDR4-2666	1	60	\$0.00	\$0.00	DIR-TSO-3763
379-BDCO	Additional Processor Selected	1	60	\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1	60	\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1	60	\$0.00	\$0.00	DIR-TSO-3763
370-AEPP	2933MT/s RDIMMs	1	60	\$0.00	\$0.00	DIR-TSO-3763
370-AAIP	Performance Optimized	1	60	\$0.00	\$0.00	DIR-TSO-3763
780-BCDS	Unconfigured RAID	1	60	\$0.00	\$0.00	DIR-TSO-3763
405-AAQU	PERC H730P RAID Controller, 2GB NV Cache, Mini card	1	60	\$0.00	\$0.00	DIR-TSO-3763
619-ABVR	No Operating System	1	60	\$0.00	\$0.00	DIR-TSO-3763
421-5736	No Media Required	1	60	\$0.00	\$0.00	DIR-TSO-3763
385-BBKT	iDRAC9,Enterprise	1	60	\$0.00	\$0.00	DIR-TSO-3763
528-BIYY	OpenManage Enterprise Advanced	1	60	\$0.00	\$0.00	DIR-TSO-3763
379-BCQV	iDRAC Group Manager, Enabled	1	60	\$0.00	\$0.00	DIR-TSO-3763
379-BCSF	iDRAC,Factory Generated Password	1	60	\$0.00	\$0.00	DIR-TSO-3763
330-BBHF	Riser Config 1, 4 x8 slots	1	60	\$0.00	\$0.00	DIR-TSO-3763
555-BCKP	Intel X710 Quad Port 10GbE SFP+, rNDC	1	60	\$0.00	\$0.00	DIR-TSO-3763
384-BBPZ	6 Performance Fans forR740/740XD	1	60	\$0.00	\$0.00	DIR-TSO-3763
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	1	60	\$0.00	\$0.00	DIR-TSO-3763
325-BCHU	PowerEdge 2U Standard Bezel	1	60	\$0.00	\$0.00	DIR-TSO-3763
389-BTTO	PE R740XD Luggage Tag	1	60	\$0.00	\$0.00	DIR-TSO-3763
350-BBJV	No Quick Sync	1	60	\$0.00	\$0.00	DIR-TSO-3763
384-BBBL	Performance BIOS Settings	1	60	\$0.00	\$0.00	DIR-TSO-3763
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	1	60	\$0.00	\$0.00	DIR-TSO-3763
770-BBBQ	ReadyRails Sliding Rails Without Cable Management Arm	1	60	\$0.00	\$0.00	DIR-TSO-3763



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631-AACK	No Systems Documentation, No OpenManage DVD Kit	1	60	\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-6068	Dell Hardware Limited Warranty Plus On-Site Service	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-6072	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-6073	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Years Extended	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-6081	ProSupport Mission Critical: 7x24 HW / SW Technical Support and Assistance, 5 Years	1	60	\$0.00	\$0.00	DIR-TSO-3763
975-3462	Dell Limited Hardware Warranty Plus Service, Extended Year(s)	1	60	\$0.00	\$0.00	DIR-TSO-3763
989-3439	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	1	60	\$0.00	\$0.00	DIR-TSO-3763
804-6747	Basic Deployment Dell Server R Series 1U/2U	1	60	\$0.00	\$0.00	DIR-TSO-3763
978-2426	Declined Remote Consulting Service	1	60	\$0.00	\$0.00	DIR-TSO-3763
370-AEQF	16GB RDIMM, 2933MT/s, Dual Rank	12	60	\$0.00	\$0.00	DIR-TSO-3763
400-ASHJ	1.2TB 10K RPM SAS 12Gbps 512n 2.5in Hot-plug Hard Drive, 3.5in HYB CARR	2	60	\$0.00	\$0.00	DIR-TSO-3763
400-ASHY	4TB 7.2K RPM NLSAS 12Gbps 512n 3.5in Hot-plug Hard Drive	6	60	\$0.00	\$0.00	DIR-TSO-3763
400-BBPH	960GB SSD SAS Read Intensive 12Gb 2.5in 512e Flex Bay Drive,3.5in HYB CARR,PM5-R,1 DWPD,1752 TBW	2	60	\$0.00	\$0.00	DIR-TSO-3763
407-BCBE	Dell EMC PowerEdge SFP+ SR Optic 10GbE, 850nm	4	60	\$0.00	\$0.00	DIR-TSO-3763
450-AALV	NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America	2	60	\$0.00	\$0.00	DIR-TSO-3763

**Dell R640 Server**

210-AKWU	PowerEdge R640 Server	1	60	\$31,504.74	\$14,807.23	\$14,807.23	DIR-TSO-3763
329-BEIJ	PowerEdge R640 MLK Motherboard	1	60	\$0.00	\$0.00	DIR-TSO-3763	
461-AADZ	No Trusted Platform Module	1	60	\$0.00	\$0.00	DIR-TSO-3763	
321-BCQL	2.5 Chassis with up to 10 Hard Drives and 3PCIe slots	1	60	\$0.00	\$0.00	DIR-TSO-3763	
340-BKNE	PowerEdge R640 Shipping	1	60	\$0.00	\$0.00	DIR-TSO-3763	
340-BLUC	PowerEdge R640 x4 and x10 Drive Shipping Material	1	60	\$0.00	\$0.00	DIR-TSO-3763	
338-BSDH	Intel Xeon Silver 4210 2.2G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2400	1	60	\$0.00	\$0.00	DIR-TSO-3763	
338-BSDH	Intel Xeon Silver 4210 2.2G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2400	1	60	\$0.00	\$0.00	DIR-TSO-3763	
379-BDCO	Additional Processor Selected	1	60	\$0.00	\$0.00	DIR-TSO-3763	



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370-ABWE	DIMM Blanks for System with 2 Processors	1	60	\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1	60	\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1	60	\$0.00	\$0.00	DIR-TSO-3763
370-AEPP	2933MT/s RDIMMs	1	60	\$0.00	\$0.00	DIR-TSO-3763
370-AAIP	Performance Optimized	1	60	\$0.00	\$0.00	DIR-TSO-3763
780-BCDS	Unconfigured RAID	1	60	\$0.00	\$0.00	DIR-TSO-3763
405-AAMS	PERC H740P RAID Controller, 8GB NV Cache, Mini card	1	60	\$0.00	\$0.00	DIR-TSO-3763
403-BBUU	BOSS controller card + with 2 M.2 Sticks 480GB (RAID 1),LP	1	60	\$0.00	\$0.00	DIR-TSO-3763
634-BRIO	VMware ESXi 6.7 U2 Embedded Image (License Not Included)	1	60	\$0.00	\$0.00	DIR-TSO-3763
421-5736	No Media Required	1	60	\$0.00	\$0.00	DIR-TSO-3763
385-BBKT	iDRAC9,Enterprise	1	60	\$0.00	\$0.00	DIR-TSO-3763
528-BIYY	OpenManage Enterprise Advanced	1	60	\$0.00	\$0.00	DIR-TSO-3763
379-BCQV	iDRAC Group Manager, Enabled	1	60	\$0.00	\$0.00	DIR-TSO-3763
379-BCSG	iDRAC,Legacy Password	1	60	\$0.00	\$0.00	DIR-TSO-3763
330-BBGN	Riser Config 2, 3x16 LP	1	60	\$0.00	\$0.00	DIR-TSO-3763
540-BBUL	Broadcom 57412 Dual Port 10GbE SFP+ & 5720 Dual Port 1GbE BASE-T rNDC	1	60	\$0.00	\$0.00	DIR-TSO-3763
429-AAIQ	No Internal Optical Drive	1	60	\$0.00	\$0.00	DIR-TSO-3763
384-BBQJ	8 Standard Fans for R640	1	60	\$0.00	\$0.00	DIR-TSO-3763
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	1	60	\$0.00	\$0.00	DIR-TSO-3763
325-BCHG	LCD Bezel	1	60	\$0.00	\$0.00	DIR-TSO-3763
350-BBJT	Dell EMC Luggage Tag for x10	1	60	\$0.00	\$0.00	DIR-TSO-3763
350-BBKB	No Quick Sync	1	60	\$0.00	\$0.00	DIR-TSO-3763
384-BBBL	Performance BIOS Settings	1	60	\$0.00	\$0.00	DIR-TSO-3763
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	1	60	\$0.00	\$0.00	DIR-TSO-3763
770-BBBL	ReadyRails Sliding Rails With Cable Management Arm	1	60	\$0.00	\$0.00	DIR-TSO-3763
631-AACK	No Systems Documentation, No OpenManage DVD Kit	1	60	\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-9255	Dell Hardware Limited Warranty Plus On-Site Service	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-9259	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	1	60	\$0.00	\$0.00	DIR-TSO-3763
813-9260	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Years Extended	1	60	\$0.00	\$0.00	DIR-TSO-3763



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**CyberSense - 50TB and Services**

813-9268	ProSupport Mission Critical: 7x24 HW / SW Technical Support and Assistance, 5 Years	1			60			\$0.00	\$0.00	DIR-TSO-3763
975-3462	Dell Limited Hardware Warranty Plus Service, Extended Year(s)	1			60			\$0.00	\$0.00	DIR-TSO-3763
804-6747	Basic Deployment Dell Server R Series 1U/2U	1			60			\$0.00	\$0.00	DIR-TSO-3763
370-AEQF	16GB RDIMM, 2933MT/s, Dual Rank	12			60			\$0.00	\$0.00	DIR-TSO-3763
400-AVEZ	2.4TB 10K RPM SAS 12Gbps 512e 2.5in Hot-plug Hard Drive	6			60			\$0.00	\$0.00	DIR-TSO-3763
492-BBDH	C13 to C14, PDU Style, 12 AMP, 2 Feet (.6m) Power Cord, North America	2			60			\$0.00	\$0.00	DIR-TSO-3763
634-BHBY	vSphere Standard 1CPU License, 5Y Subscription w/Dwngrd Rights	2			60			\$0.00	\$0.00	DIR-TSO-3763

**Dell Switch**

210-ALTG	Dell EMC Switch S4128F-ON, 1U, 28 x 10GbE SFP+, 2 x QSFP28, PSU to IO, 2 PSU, OS10	1			60		\$21,414.52	\$10,064.82	\$10,064.82	DIR-TSO-3763
619-AMIZ	OS10 Enterprise S4128F-ON	1			60			\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1			60			\$0.00	\$0.00	DIR-TSO-3763
343-BBGC	Dell EMC Networking S4100-ON Americas User Guide	1			60			\$0.00	\$0.00	DIR-TSO-3763
814-1417	Dell Hardware Limited Warranty 1 Year	1			60			\$0.00	\$0.00	DIR-TSO-3763
814-1419	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 1 Year	1			60			\$0.00	\$0.00	DIR-TSO-3763
814-1457	ProSupport Mission Critical:7x24 HW/SW Technical Support and Assistance, 5 Years	1			60			\$0.00	\$0.00	DIR-TSO-3763
814-1458	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, Extended to 4 Years	1			60			\$0.00	\$0.00	DIR-TSO-3763
975-3461	Dell Limited Hardware Warranty Extended Year(s)	1			60			\$0.00	\$0.00	DIR-TSO-3763
997-6306	Info 3rd Party Software Warranty provided by Vendor	1			60			\$0.00	\$0.00	DIR-TSO-3763
804-2146	ProDeploy Dell Networking S Series 4XXX Switch - Deployment Verification	1			60			\$0.00	\$0.00	DIR-TSO-3763
821-5785	ProDeploy Dell Networking S Series 4XXX Switch - Deployment	1			60			\$0.00	\$0.00	DIR-TSO-3763
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	2			60			\$0.00	\$0.00	DIR-TSO-3763
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	2			60			\$0.00	\$0.00	DIR-TSO-3763

**Next-Gen Firewall-Quote the below or equivalent**

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
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Friday, Jan. 10, 2020

### CyberSense - 50TB and Services

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
ESEL-MISC-IND	Ind Eng CyberSense 50TB FE 5YR	50					\$2,560.00	\$2,533.09	\$126,654.50	DIR-TSO-4299
SERV-RM-0001	SEL 1 HOUR REMOTE IE SERVICES	16					\$352.94	\$349.23	\$5,587.68	DIR-TSO-4299

### Cyber Recovery Vault including Data Domain and Avamar Nodes

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24		36			\$0.00	\$0.00	DIR-TSO-4299
AVM1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24		36		\$24,904.75	\$12,358.19	\$12,358.19	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24					\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1			36		\$99,827.00	\$4,448.90	\$4,448.90	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1						\$1,209.75	\$1,209.75	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1			60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-10GBTM4P-NF	DD 10GBASE T IO MODULE 4PORT	1			60		\$4,078.34	\$2,063.22	\$2,063.22	DIR-TSO-4299
DD6300-34TB	SYSTEM DD6300-12X4 34TB NFS CIFS	1			60		\$49,755.87	\$25,171.40	\$25,171.40	DIR-TSO-4299
DDOS-62-X	DD OS 6.2 LATEST FACTORY CODE=IA	1						\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DD-DD1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1			60		\$99,827.00	\$32,797.48	\$32,797.48	DIR-TSO-4299
C-FLDIN6300	DD6300 OPTION - FIELD INSTALL KIT	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-10GMOP4P-NF	DD 10GBE IO MOD OPTICAL SFP 4PORT OPTION	1			60		\$4,894.02	\$2,475.87	\$2,475.87	DIR-TSO-4299
DD6300	SYSTEM DD6300 NFS CIFS	1			60			\$0.00	\$0.00	DIR-TSO-4299
C-6300-SAS-SLIC-FD	ADD ES EXP KIT,DUAL PATH,DD6300,FLD	1			60		\$3,021.00	\$1,528.33	\$1,528.33	DIR-TSO-4299
C-DS60-4-60S-G3	OPT DS60 SHELF 15X4TB SAS HDD G3	1			60		\$42,857.92	\$21,681.74	\$21,681.74	DIR-TSO-4299
458-001-335	DD6300 OPERATING ENVIRONMENT SOFTWARE	1			60			\$0.00	\$0.00	DIR-TSO-4299
456-109-424	LICENSE BASE DD OE DD6300=IA	1			60		\$16,313.40	\$8,252.92	\$8,252.92	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60		\$99,827.00	\$5,777.06	\$5,777.06	DIR-TSO-4299
458-002-006	DD BOOST/REPLICATION AIO ENABLER=CB	1			60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60		\$0.00	\$0.00	\$0.00	DIR-TSO-4299
458-001-929	DD6300 SSD CAPACITY LICENSE	1			60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60		\$0.00	\$0.00	\$0.00	DIR-TSO-4299



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456-111-330	FS 800GB 0.8TB RAW=CF	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-001-801	DD BOOST SOFTWARE OPTION=CB	60		60		\$60.42	\$30.57	\$1,834.20	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$99,827.00	\$1,834.04	\$1,834.04	DIR-TSO-4299
458-001-802	DD REPLICATION SOFTWARE OPTION=CB	60		60		\$80.56	\$40.76	\$2,445.60	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$99,827.00	\$2,445.60	\$2,445.60	DIR-TSO-4299
458-001-800	DD SOFTWARE=CB	60		60		\$1,223.51	\$618.97	\$37,138.20	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$99,827.00	\$25,996.78	\$25,996.78	DIR-TSO-4299
458-001-928	DD6300 RAW SHELF CAPACITY LICENSE	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-111-963	DS60 4TB ACT 60TB RAW=CB	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60		\$0.00	\$0.00	\$0.00	DIR-TSO-4299
458-002-508	CYBER RECOVERY VAULT	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-113-789	CYBER RECOVERY VAULT=IC	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-DD1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24	36		\$24,904.75	\$12,358.19	\$12,358.19	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24				\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1		36		\$99,827.00	\$4,448.90	\$4,448.90	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1					\$1,209.75	\$1,209.75	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-002-060	DPA SINGLE FEDERATED REPORTING SERVER	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-408	DPA SINGLE FED REPORTING SERVER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-002-386	DATA PROTECTION CENTRAL MID=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-001-192	DPS FOR VMWARE	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-110-556	CLOUDBOOST V2 VM 2TB FOR DPS ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-133	VREALIZE DP EXTENSION 4.0=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-113-086	NW 9.2+ DPS CAP ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-958	DPS FOR VMWARE AVAMAR H ENABLER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-959	DPS FOR VMWARE 2TB AVE H ENABLER=CA	2		60			\$0.00	\$0.00	DIR-TSO-4299
456-113-664	DPS FOR VMWARE RP4VM ENABLER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-110-832	DPS FOR VMWARE SOCKETS=IA	1		60		\$2,100.00	\$1,020.12	\$1,020.12	DIR-TSO-4299



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456-110-835	DPS FOR VMWARE DPSEARCH ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-110-834	DPS FOR VMWARE DPA ENABLER-C=CB	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-002-060	DPA SINGLE FEDERATED REPORTING SERVER	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-408	DPA SINGLE FED REPORTING SERVER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60		\$99,827.00	\$1,274.97	\$1,274.97	DIR-TSO-4299
458-002-386	DATA PROTECTION CENTRAL MID=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
458-001-192	DPS FOR VMWARE	1		60		\$99,827.00	\$1,274.97	\$1,274.97	DIR-TSO-4299
456-110-556	CLOUDBOOST V2 VM 2TB FOR DPS ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-133	VREALIZE DP EXTENSION 4.0=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-113-086	NW 9.2+ DPS CAP ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-958	DPS FOR VMWARE AVAMAR H ENABLER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-112-959	DPS FOR VMWARE 2TB AVE H ENABLER=CA	2		60			\$0.00	\$0.00	DIR-TSO-4299
456-113-664	DPS FOR VMWARE RP4VM ENABLER=IA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-110-832	DPS FOR VMWARE SOCKETS=IA	1		60		\$2,100.00	\$1,020.12	\$1,020.12	DIR-TSO-4299
456-110-835	DPS FOR VMWARE DPSEARCH ENABLER=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
456-110-834	DPS FOR VMWARE DPA ENABLER-C=CB	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSM-SW-DD-M1	PROSUPPORT 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
PS-PDADT-ODPDTECH	PD ADDL DEPL TIME: 8HR ONSITE DPD TECH	4				\$4,100.00	\$3,659.22	\$14,636.88	DIR-TSO-4299
PS-PDADT-OPM	PD ADDL DEPL TIME: 8HR ONSITE PRJ MGR	1				\$4,100.00	\$3,659.21	\$3,659.21	DIR-TSO-4299
PS-BAS-DDCR3MDP	CYBER RECOVERY INSTALLATION FOR 3 MTREES	1				\$17,320.00	\$15,457.95	\$15,457.95	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24	36		\$24,904.75	\$12,358.19	\$12,358.19	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24				\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1		36		\$99,827.00	\$4,448.90	\$4,448.90	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1					\$1,209.75	\$1,209.75	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1		60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1		60			\$0.00	\$0.00	DIR-TSO-4299
PC-NA120V-1	POWER CORD NORAMERICA120V 5-15P C13 2M	2	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMCU	AVAMAR G4T QUAD 10GB CU MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVM10GBMOPT-SFP	AVAMAR G4T QUAD 10GB OPT+SFP MANF INSTL	1	24	36			\$0.00	\$0.00	DIR-TSO-4299
AVMFIELDKITG4TD	AVAMAR G4T FIELD KIT COBRANDED	1	24	36			\$0.00	\$0.00	DIR-TSO-4299



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AVMA1200FG4TD	AVAMAR G4T M1200 SVR FLD INSTL	1	24		36		\$24,904.75	\$12,358.19	\$12,358.19	DIR-TSO-4299
W-PS-HW-001	PROSUPPORT W/NBD-HARDWARE WARRANTY	1	24					\$0.00	\$0.00	DIR-TSO-4299
M-PSP-HW-DP-M1	PROSUPPORT PLUS 4HR/MC HARDWARE SUPPORT	1			36		\$99,827.00	\$4,448.90	\$4,448.90	DIR-TSO-4299
WU-PSP-HW-PM-001	PROSUPPORT PLUS HARDWARE WARRANTY UPG	1						\$1,209.75	\$1,209.75	DIR-TSO-4299
458-002-385	DATA PROTECTION CENTRAL HIGH=CA	1			60			\$0.00	\$0.00	DIR-TSO-4299
M-PSP-SW-DD-H1	PROSUPPORT PLUS 4HR/MC SOFTWARE SUPPORT	1			60			\$0.00	\$0.00	DIR-TSO-4299

### Vault - Server and Switch

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
<b>Dell R740 Server</b>										
210-AKZR	PowerEdge R740XD Server	1					\$27,062.08	\$13,724.56	\$13,724.56	DIR-TSO-3763
320-BEIK	PowerEdge R740/R740XD Motherboard	1						\$0.00	\$0.00	DIR-TSO-3763
461-AADZ	No Trusted Platform Module	1						\$0.00	\$0.00	DIR-TSO-3763
321-BDSJ	Chassis with up to 12x3.5" HDDs on BP, No Mid-Bay and 2x3.5" HDDs Flexbay, 1 or 2CPU Config	1						\$0.00	\$0.00	DIR-TSO-3763
340-BLBE	PowerEdge R740XD Shipping	1						\$0.00	\$0.00	DIR-TSO-3763
343-BBFU	PowerEdge R740 Shipping Material	1						\$0.00	\$0.00	DIR-TSO-3763
338-BRVH	Intel Xeon Gold 5218 2.3G, 16C/32T, 10.4GT/s, 22M Cache, Turbo, HT (125W) DDR4-2666	1						\$0.00	\$0.00	DIR-TSO-3763
338-BRVH	Intel Xeon Gold 5218 2.3G, 16C/32T, 10.4GT/s, 22M Cache, Turbo, HT (125W) DDR4-2666	1						\$0.00	\$0.00	DIR-TSO-3763
379-BDCO	Additional Processor Selected	1						\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1						\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1						\$0.00	\$0.00	DIR-TSO-3763
370-AEPP	2933MT/s RDIMMs	1						\$0.00	\$0.00	DIR-TSO-3763
370-AAIP	Performance Optimized	1						\$0.00	\$0.00	DIR-TSO-3763
780-BCDS	Unconfigured RAID	1						\$0.00	\$0.00	DIR-TSO-3763
405-AAQU	PERC H730P RAID Controller, 2GB NV Cache, Mini card	1						\$0.00	\$0.00	DIR-TSO-3763
619-ABVR	No Operating System	1						\$0.00	\$0.00	DIR-TSO-3763
421-5736	No Media Required	1						\$0.00	\$0.00	DIR-TSO-3763
385-BBKT	iDRAC9,Enterprise	1						\$0.00	\$0.00	DIR-TSO-3763
528-BIYY	OpenManage Enterprise Advanced	1						\$0.00	\$0.00	DIR-TSO-3763
379-BCQV	iDRAC Group Manager, Enabled	1						\$0.00	\$0.00	DIR-TSO-3763
379-BCSF	iDRAC,Factory Generated Password	1						\$0.00	\$0.00	DIR-TSO-3763
330-BBHF	Riser Config 1, 4 x8 slots	1						\$0.00	\$0.00	DIR-TSO-3763



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## Centre Technologies

Please include your cooperative # or #'s on the respective items.

Friday, Jan. 10, 2020

### CyberSense - 50TB and Services

555-BCKP	Intel X710 Quad Port 10GbE SFP+, rNDC	1					\$0.00	\$0.00	DIR-TSO-3763
384-BBPZ	6 Performance Fans for R740/740XD	1					\$0.00	\$0.00	DIR-TSO-3763
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	1					\$0.00	\$0.00	DIR-TSO-3763
325-BCHU	PowerEdge 2U Standard Bezel	1					\$0.00	\$0.00	DIR-TSO-3763
389-BTTO	PE R740XD Luggage Tag	1					\$0.00	\$0.00	DIR-TSO-3763
350-BBJV	No Quick Sync	1					\$0.00	\$0.00	DIR-TSO-3763
384-BBBL	Performance BIOS Settings	1					\$0.00	\$0.00	DIR-TSO-3763
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	1					\$0.00	\$0.00	DIR-TSO-3763
770-BBBQ	ReadyRails Sliding Rails Without Cable Management Arm	1					\$0.00	\$0.00	DIR-TSO-3763
631-AACK	No Systems Documentation, No OpenManage DVD Kit	1					\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1					\$0.00	\$0.00	DIR-TSO-3763
813-6068	Dell Hardware Limited Warranty Plus On-Site Service	1					\$0.00	\$0.00	DIR-TSO-3763
813-6072	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	1					\$0.00	\$0.00	DIR-TSO-3763
813-6073	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Years Extended	1					\$0.00	\$0.00	DIR-TSO-3763
813-6081	ProSupport Mission Critical: 7x24 HW / SW Technical Support and Assistance, 5 Years	1					\$0.00	\$0.00	DIR-TSO-3763
975-3462	Dell Limited Hardware Warranty Plus Service, Extended Year(s)	1					\$0.00	\$0.00	DIR-TSO-3763
989-3439	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	1					\$0.00	\$0.00	DIR-TSO-3763
804-6747	Basic Deployment Dell Server R Series 1U/2U	1					\$0.00	\$0.00	DIR-TSO-3763
973-2426	Declined Remote Consulting Service	1					\$0.00	\$0.00	DIR-TSO-3763
370-AEQF	16GB RDIMM, 2933MT/s, Dual Rank	12					\$0.00	\$0.00	DIR-TSO-3763
400-ASHJ	1.2TB 10K RPM SAS 12Gbps 512n 2.5in Hot-plug Hard Drive, 3.5in HYB CARR	2					\$0.00	\$0.00	DIR-TSO-3763
400-ASHY	4TB 7.2K RPM NLSAS 12Gbps 512n 3.5in Hot-plug Hard Drive	6					\$0.00	\$0.00	DIR-TSO-3763
400-BBPH	960GB SSD SAS Read Intensive 12Gb 2.5in 512e Flex Bay Drive, 3.5in HYB CARR, PM5-R, 1 DWPD, 1752 TBW	2					\$0.00	\$0.00	DIR-TSO-3763
407-BCBE	Dell EMC PowerEdge SFP+ SR Optic 10GbE, 850nm	4					\$0.00	\$0.00	DIR-TSO-3763
450-AALV	NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America	2					\$0.00	\$0.00	DIR-TSO-3763

### Dell R640 Server

210-AKWU	PowerEdge R640 Server	1				\$27,098.31	\$12,959.83	\$12,959.83	DIR-TSO-3763
329-BEIJ	PowerEdge R640 MLK Motherboard	1					\$0.00	\$0.00	DIR-TSO-3763
461-AADZ	No Trusted Platform Module	1					\$0.00	\$0.00	DIR-TSO-3763
321-BCQL	2.5 Chassis with up to 10 Hard Drives and 3PCIe slots	1					\$0.00	\$0.00	DIR-TSO-3763
340-BKNE	PowerEdge R640 Shipping	1					\$0.00	\$0.00	DIR-TSO-3763
340-BLUC	PowerEdge R640 x4 and x10 Drive Shipping Material	1					\$0.00	\$0.00	DIR-TSO-3763



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## Centre Technologies

Please include your cooperative # or #'s on the respective items.

Friday, Jan. 10, 2020

**CyberSense - 50TB and Services**

338-BSDH	Intel Xeon Silver 4210 2.2G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2400	1						\$0.00	\$0.00	DIR-TSO-3763
338-BSDH	Intel Xeon Silver 4210 2.2G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2400	1						\$0.00	\$0.00	DIR-TSO-3763
379-BDCO	Additional Processor Selected	1						\$0.00	\$0.00	DIR-TSO-3763
370-ABWE	DIMM Blanks for System with 2 Processors	1						\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1						\$0.00	\$0.00	DIR-TSO-3763
412-AAIQ	Standard 1U Heatsink	1						\$0.00	\$0.00	DIR-TSO-3763
370-AEPP	2933MT/s RDIMMs	1						\$0.00	\$0.00	DIR-TSO-3763
370-AAIP	Performance Optimized	1						\$0.00	\$0.00	DIR-TSO-3763
780-BCDS	Unconfigured RAID	1						\$0.00	\$0.00	DIR-TSO-3763
405-AAMS	PERC H740P RAID Controller, 8GB NV Cache, Mini card	1						\$0.00	\$0.00	DIR-TSO-3763
403-BBUU	BOSS controller card + with 2 M.2 Sticks 480GB (RAID 1),LP	1						\$0.00	\$0.00	DIR-TSO-3763
634-BRIO	VMware ESXi 6.7 U2 Embedded Image (License Not Included)	1						\$0.00	\$0.00	DIR-TSO-3763
421-5736	No Media Required	1						\$0.00	\$0.00	DIR-TSO-3763
385-BBKT	iDRAC9,Enterprise	1						\$0.00	\$0.00	DIR-TSO-3763
528-BIYY	OpenManage Enterprise Advanced	1						\$0.00	\$0.00	DIR-TSO-3763
379-BCQV	iDRAC Group Manager, Enabled	1						\$0.00	\$0.00	DIR-TSO-3763
379-BCSG	iDRAC,Legacy Password	1						\$0.00	\$0.00	DIR-TSO-3763
330-BBGN	Riser Config 2, 3x16 LP	1						\$0.00	\$0.00	DIR-TSO-3763
540-BBUL	Broadcom 57412 Dual Port 10GbE SFP+ & 5720 Dual Port 1GbE BASE-T rNDC	1						\$0.00	\$0.00	DIR-TSO-3763
429-AAIQ	No Internal Optical Drive	1						\$0.00	\$0.00	DIR-TSO-3763
384-BBQJ	8 Standard Fans for R640	1						\$0.00	\$0.00	DIR-TSO-3763
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	1						\$0.00	\$0.00	DIR-TSO-3763
325-BCHG	LCD Bezel	1						\$0.00	\$0.00	DIR-TSO-3763
350-BBJT	Dell EMC Luggage Tag for x10	1						\$0.00	\$0.00	DIR-TSO-3763
350-BBKB	No Quick Sync	1						\$0.00	\$0.00	DIR-TSO-3763
384-BBBL	Performance BIOS Settings	1						\$0.00	\$0.00	DIR-TSO-3763
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	1						\$0.00	\$0.00	DIR-TSO-3763
770-BBBL	ReadyRails Sliding Rails With Cable Management Arm	1						\$0.00	\$0.00	DIR-TSO-3763
631-AACK	No Systems Documentation, No OpenManage DVD Kit	1						\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1						\$0.00	\$0.00	DIR-TSO-3763
813-9255	Dell Hardware Limited Warranty Plus On-Site Service	1						\$0.00	\$0.00	DIR-TSO-3763
813-9259	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years	1						\$0.00	\$0.00	DIR-TSO-3763
813-9260	ProSupport Mission Critical: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Years Extended	1						\$0.00	\$0.00	DIR-TSO-3763
813-9268	ProSupport Mission Critical: 7x24 HW / SW Technical Support and Assistance, 5 Years	1						\$0.00	\$0.00	DIR-TSO-3763



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## Centre Technologies

Please include your cooperative # or #'s on the respective items.

Friday, Jan. 10, 2020

### CyberSense - 50TB and Services

975-3462	Dell Limited Hardware Warranty Plus Service, Extended Year(s)	1						\$0.00	\$0.00	DIR-TSO-3763
804-6747	Basic Deployment Dell Server R Series 1U/2U	1						\$0.00	\$0.00	DIR-TSO-3763
370-AEQF	16GB RDIMM, 2933MT/s, Dual Rank	12						\$0.00	\$0.00	DIR-TSO-3763
400-AVEZ	2.4TB 10K RPM SAS 12Gbps 512e 2.5in Hot-plug Hard Drive	6						\$0.00	\$0.00	DIR-TSO-3763
492-BBDH	C13 to C14, PDU Style, 12 AMP, 2 Feet (.6m) Power Cord, North America	2						\$0.00	\$0.00	DIR-TSO-3763
634-BHBY	vSphere Standard 1CPU License, 5Y Subscription w/Dwngrd Rights	2						\$0.00	\$0.00	DIR-TSO-3763

### Dell Switch

210-ALTG	Dell EMC Switch S4128F-ON, 1U, 28 x 10GbE SFP+, 2 x QSFP28, PSU to IO, 2 PSU, OS10	1					\$20,555.28	\$6,037.47	\$6,037.47	DIR-TSO-3763
619-AMIZ	OS10 Enterprise S4128F-ON	1						\$0.00	\$0.00	DIR-TSO-3763
332-1286	US Order	1						\$0.00	\$0.00	DIR-TSO-3763
343-BBGC	Dell EMC Networking S4100-ON Americas User Guide	1						\$0.00	\$0.00	DIR-TSO-3763
814-1417	Dell Hardware Limited Warranty 1 Year	1						\$0.00	\$0.00	DIR-TSO-3763
814-1419	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 1 Year	1						\$0.00	\$0.00	DIR-TSO-3763
814-1457	ProSupport Mission Critical:7x24 HW/SW Technical Support and Assistance, 5 Years	1						\$0.00	\$0.00	DIR-TSO-3763
814-1458	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, Extended to 4 Years	1						\$0.00	\$0.00	DIR-TSO-3763
975-3461	Dell Limited Hardware Warranty Extended Year(s)	1						\$0.00	\$0.00	DIR-TSO-3763
997-6306	Info 3rd Party Software Warranty provided by Vendor	1						\$0.00	\$0.00	DIR-TSO-3763
804-2146	ProDeploy Dell Networking S Series 4XXX Switch - Deployment Verification	1						\$0.00	\$0.00	DIR-TSO-3763
821-5785	ProDeploy Dell Networking S Series 4XXX Switch - Deployment	1						\$0.00	\$0.00	DIR-TSO-3763
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	2						\$0.00	\$0.00	DIR-TSO-3763
450-AAFH	Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13	2						\$0.00	\$0.00	DIR-TSO-3763

### Next-Gen Firewall-Quote the below or equivalent

Item	Description	Qty	Warranty Months	Concession Months	Maintenance Months	Parts Retention Months	Unit List Price	CFISD DIR Price	CFISD Total DIR Price	Cooperative #
CPAP-SG3200-NGTP-SSD	3200 Appliance with SSD Solution with NGTP service package for 5 years Including: Rack shelf	1	60				\$17,943.22		\$17,943.22	
CPAC-RM-DUAL-3000	Check Point Single/Dual Chassis Rack Shelf For 3000 Security Gateways	1					\$0.00		\$0.00	
CPES-SS-PREMIUMPRO	Premium Pro Direct Enterprise Support - 60 month term	1					\$8,157.70		\$8,157.70	

Also:



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## Centre Technologies

Please include your cooperative # or #'s on the respective items.

Friday, Jan. 10, 2020

**CyberSense - 50TB and Services**

Data Domain Installation		1			\$30,000.00	\$30,000.00	DIR-TSO-4144
<b>CyberSense - 50TB and Services Total</b>	\$132,242.18						
<b>Cyber Recovery Vault including Data Domain and Avamar Nodes Total</b>	\$281,854.02						
<b>Vault - Server and Switch Total</b>	\$32,721.86						
<b>Next-Gen Firewall-Quote the below or equivalent Total</b>	\$26,100.92						
<b>Installation Services Total</b>	\$30,000.00						
<b>Total:</b>	\$502,918.98						



## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):**     Matt Morgan    

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Prepared by:**     Matt Morgan    

\_\_\_\_\_

**AGENDA ITEM:**

The Board will consider approving construction proposals and contracts paid from Bond Funds to the recommended contractor and authorize the Superintendent or designee to execute all necessary documents related to such contract as follows:

- |              |                                                          |
|--------------|----------------------------------------------------------|
| 1. Proposal: | 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations |
| Budget:      | Bond Funds                                               |
| Award        | \$11,925,500                                             |
| To:          | DivisionOne Construction                                 |

**SUGGESTED MOTION:**

I move that the Board award this construction contract to the recommended contractor and authorize the Superintendent or designee to execute all necessary documents related to such contract.

**FUNDING SOURCES/CLARIFICATION:**

This construction contract will be funded from Bond Funds.

**BOARD GOAL ADDRESSED:**

**Goal 6: Financial and Operations Management**  
 The district will ensure that facilities adequately support the educational program and other operations.

**BACKUP: YES**



January 30, 2020

Mr. Matt Morgan  
Assistant Superintendent of Facilities & Construction  
Cypress-Fairbanks Independent School District  
11430-B Perry Road  
Houston, TX 77064

Re: 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations  
Cypress-Fairbanks Independent School District  
CFISD Project No. 19-03-5437R-RFP  
Joiner Architects Project Number: 19006

Dear Mr. Morgan,

On Thursday, January 16, 2020, Competitive Sealed Proposals were received in the District's Windfern Annex building for the 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations project. Six (6) offerors submitted proposals as requested. A tabulation of the proposal results is attached.

A Selection Committee made up of District administrators, architects and consultants evaluated the proposals on Friday, January 17, 2020, and ranked them based on the selection criteria published in the Instructions to Offerors section of the Contract Documents.

Joiner Architects recommends to the Cypress-Fairbanks Independent School District Board of Trustees, the acceptance of the Selection Committee's recommendation to select DivisionOne Construction as the Contractor for the 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations project in the amount of \$11,925,500.00, which represents the Base Proposal plus Alternate Proposal No. 1c, 2b, 3, 4, 5, 6, 7, 8, 9, 10, and Post Proposal Addendum No. 5. All parties teamed with Cypress-Fairbanks I.S.D. staff to confirm proposals contained fair and accurate pricing, ensuring the maximum value to the District was achieved.

DivisionOne Construction is a Houston, Texas based General Contractor that has successfully executed numerous construction projects for a host of school districts in the Texas Gulf Coast area, including the Cypress-Fairbanks Independent School District.

We would like to express our sincere thanks to you and your staff, the Board of Trustees, Dr. Henry and the Cypress-Fairbanks Independent School District administrative staff for allowing us the exciting opportunity to be part of this important project.

We look forward to a successful partnership with the District and DivisionOne Construction in the 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations project.

Sincerely,

A handwritten signature in blue ink that reads "Scott C. Brady". The signature is written in a cursive style with a long horizontal line extending to the right.

Scott C. Brady  
Partner  
Enclosure – Proposal & Evaluation Tabulation Form

# PROPOSAL TABULATION FORM

## 2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations

Cypress-Fairbanks Independent School District

Project No. 19-03-5437R-RFP / Joiner Architects Project No. 19006

Proposal Date/Time: Thursday, January 16, 2019 at 2:00 p.m. (CST); Alternates: 3:00 p.m. (CST)

	Recommended Proposer						
	DivisionOne	Gamma Construction	ICI Construction	M Scott Construction	Prime Contractors	Satterfield & Pontikes	
Proposal Bond (Section AD)	Y	Y	Y	Y	Y	Y	
Base Proposal	10,830,000	11,697,000	11,200,000	12,000,000	12,600,000	12,000,000	
Addenda Acknowledged: 1, 2, 3 and 4	Y	Y	Y	Y	Y	Y	
Alternate 1a - High Efficiency Trane Air-Cooled Chiller (RTAF)	\$202,000.00	\$217,000.00	\$230,000.00	\$235,000.00	\$0.00	\$215,000.00	
Alternate 1b - High Efficiency Carrier Air-Cooled Chiller (Pathfinder)	\$202,000.00	\$230,000.00	\$230,000.00	\$240,000.00	\$0.00	\$227,000.00	
Alternate 1c - High Efficiency Daikin Air-Cooled Chiller (AquaForce)	\$202,000.00	\$234,000.00	\$230,000.00	\$250,000.00	\$0.00	\$232,000.00	
Alternate 2a - Building Controls by Unify Energy Solutions	\$418,000.00	-\$320,000.00	\$465,000.00	\$550,000.00	\$515,000.00	\$220,000.00	
Alternate 2b - Building Controls by Automated Logic	\$358,000.00	-\$367,000.00	\$415,000.00	\$500,000.00	\$465,000.00	\$170,000.00	
Alternate 3 - Electric Water Heaters	\$40,000.00	\$35,000.00	\$38,000.00	\$65,000.00	\$0.00	\$40,000.00	
Alternate 4 - Demolition of Entire Vacuum System	\$8,000.00	\$13,000.00	\$17,000.00	\$25,000.00	\$25,000.00	\$13,000.00	
Alternate 5 - Exterior Site Lighting Pole Fixture Replacement	\$26,000.00	\$28,500.00	\$12,000.00	\$80,000.00	\$20,000.00	\$28,000.00	
Alternate 6 - Lighting Controls	\$23,000.00	\$96,000.00	\$110,000.00	\$85,000.00	\$70,000.00	\$95,000.00	
Alternate 7 - Fire Alarm System	\$210,000.00	\$157,000.00	-\$183,000.00	\$200,000.00	\$0.00	\$107,000.00	
Alternate 8 - Roof Membrane Assembly (Existing Building)	\$260,000.00	\$264,000.00	\$267,000.00	\$300,000.00	\$900,000.00	\$257,000.00	
Alternate 9 - New Aluminum Canopy	\$32,500.00	\$33,000.00	\$37,000.00	\$75,000.00	\$35,000.00	\$44,000.00	
Alternate 10 - Refinish Existing Terrazzo Flooring	\$20,000.00	\$24,000.00	\$21,000.00	\$20,000.00	\$25,000.00	\$20,000.00	
TOTAL BASE PROPOSAL + ACCEPTED ALTERNATES	\$12,009,500.00	\$12,214,500.00	\$14,053,000.00	\$13,600,000.00	\$14,140,000.00	\$13,006,000.00	
Post Proposal Addendum No. 5	-\$84,000.00						
TOTAL BASE PROPOSAL + ACCEPTED ALTERNATES + POST PROPOSAL ADDENDUM NO. 5	\$11,925,500.00	\$12,214,500.00	\$12,164,000.00	\$13,600,000.00	\$14,140,000.00	\$13,006,000.00	
Proposer Rank	1	3	2	6	5	4	

Matt Morgan  
Assistant Superintendent, Facilities & Construction

**TO:** Dr. Mark Henry  
The Board of Trustees

**FROM:** Matt Morgan

**DATE:** January 30, 2020

**RE:** **2019 Keith, Lowery, McFee, Pope & Rennell ES Renovations  
CYPRESS-FAIRBANKS I.S.D. PROPOSAL NO. 19-03-5437R-RFP  
CONSTRUCTION CONTRACT AWARD RECOMMENDATION**

The District received a total of six (6) proposals from interested contractors on Thursday, January 16, 2020, for the above referenced project. Attached you will find the proposal tabulation form summarizing the proposals submitted and a recommendation letter from Joiner Architects dated January 30, 2020.

Our department has carefully evaluated the submitted proposals and hereby recommends to the Board of Trustees, to award the construction contract to DivisionOne Construction in the amount of \$11,925,500. This recommendation is based upon acceptance of the Base Proposal plus Alternate Proposal No. 1c, 2b, 3, 4, 5, 6, 7, 8, 9, 10 and Post Bid Addendum 5. The project is being funded from Bond Funds. The scope of work in this project includes, but is not limited to, additions and renovations to Lowery Elementary School and minor renovations to Keith, McFee, Pope and Rennell Elementary Schools. DivisionOne Construction has the highest ranking based upon the proposed price and scoring of the published criteria and therefore provides the best value to the District.

DivisionOne Construction is a Texas based general contractor that has successfully executed numerous construction projects in the Texas Gulf Coast area, including neighboring school districts.

If you should have any questions, please do not hesitate to call.

MM/rlj

cc: Roy Sprague, AIA, CSI, ALEP, NCARB  
Severin "Jody" Doebele  
Steven Bryan  
Project File 1.9 / 4.5

## AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- |                                            |                                                |
|--------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> RECOGNITION       | <input type="checkbox"/> BOARD COMMENTS        |
| <input type="checkbox"/> ORAL REPORT       | <input type="checkbox"/> WRITTEN REPORT        |
| <input checked="" type="checkbox"/> ACTION | <input type="checkbox"/> DISCUSSION            |
| <input type="checkbox"/> BRIEFING          | <input type="checkbox"/> CITIZEN PARTICIPATION |
| <input type="checkbox"/> PUBLIC HEARING    | <input type="checkbox"/> TRAINING              |

**Presenter(s):** Roy Sprague

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Prepared by:** Roy Sprague

\_\_\_\_\_

**AGENDA ITEM:**

The Board will consider approving a site lease agreement with Crown Castle for the installation of a cell tower at Cypress Ranch High School and authorize the Superintendent or designee to negotiate the final terms and conditions and execute all documents.

**SUGGESTED MOTION:**

I move that the Board approve a site lease agreement with Crown Castle for the installation of a cell tower at Cypress Ranch High School and authorize the Superintendent or designee to negotiate the final terms and conditions and execute all documents.

**FUNDING SOURCES/CLARIFICATION:**

We are asking the Board to approve a site lease agreement for the installation of a new cell tower and authorize the Superintendent or Designee to negotiate the final terms and conditions and execute all related documents. The demand for added data and cell service resulting from our growing community continues to impact the capacity of these communication systems, which can negatively affect our emergency response time and services during any crisis event. The installation of a new cell tower is needed at Cypress Ranch High School to provide additional cell coverage for AT&T and First Net customers to improve the cell communication services in the surrounding area of Anthony MS, Rennell ES and the Cypress Ranch HS multi-campus complex. This tower will be installed adjacent to the existing flagpole cell tower at Cypress Ranch High School located by the baseball field.

By adding this tower, it will benefit our district as well as our communities to provide a very reliable and solid communication network in place to continue to support our growing district needs, especially during emergency events, as well as provide a continued revenue source for the term of the lease agreement. In addition, once the tower is operational, it will allow the CFISD Police Department to switch its Verizon service to the First Net service which will result in the district saving approximately \$24,000 per year.

**BOARD GOAL ADDRESSED:**

**Goal 6: Financial and Operations Management**

The district will ensure that facilities adequately support the educational program and other operations.

**BACKUP: NO**



**BOARD MEETING: FEBRUARY 2020**

**Monday  Thursday**

- RECOGNITION       PUBLIC COMMENTS
- BOARD COMMENTS       CITIZEN PARTICIPATION
- WRITTEN REPORT       ORAL REPORT
- DISCUSSION       PUBLIC HEARING
- ACTION       BRIEFING
- TRAINING       ELECTION

# AGENDA

**Presenter(s):** Bob Covey

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**Prepared by:** Holly Reichert

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**AGENDA ITEM:**

The Board will review and consider adoption of revised Board Operating Guidelines outlining the duties of a public officer. [This item may be discussed in closed session pursuant to Section 551.074.]

**SUGGESTED MOTION:**

I move that the board authorize execution of the revised Board Operating Guidelines.

**FUNDING SOURCES/CLARIFICATION:**

Click or tap here to enter text.

**BOARD GOAL ADDRESSED:**

(Choose Goal)

**BACKUP: YES**



# **BOARD OF TRUSTEES OPERATING PROCEDURES**

*"COMMON SENSE, COMMON COURTESY"*

**REVISED FEBRUARY 2018**

# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

<b>PREFACE</b>
----------------

It is the responsibility of the Board of Trustees, as a body corporate, to create policy for the school district, and it is the responsibility of the Superintendent and staff to manage and lead the district and ensure that the policies adopted by the Board are implemented. In effective school systems, the Superintendent and the Board function as a “Team of Eight.” The Cypress-Fairbanks Independent School District Board Operating Procedures provide guidance to the Board and the Superintendent in the operation of this “Team of Eight” so it may function as a cohesive and effective unit in its mission to accomplish the goals and priorities of the school district. The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the school district. Specifically, the following policies apply directly to the Board of Trustees and are incorporated herein by reference:

BA (Legal) BOARD LEGAL STATUS
BAA (Legal) BOARD LEGAL STATUS - POWERS AND DUTIES
BBA (Legal) BOARD MEMBERS - ELIGIBILITY/QUALIFICATIONS
BBC (Legal) BOARD MEMBERS - VACANCIES AND REMOVAL FROM OFFICE
BBD (Legal) BOARD MEMBERS - TRAINING AND ORIENTATION
BBD (Exhibit) BOARD MEMBERS- TRAINING AND ORIENTATION
BBD (Local) BOARD MEMBERS - TRAINING AND ORIENTATION
BBE (Legal) BOARD MEMBERS- AUTHORITY
BBE (Local) BOARD MEMBERS- AUTHORITY
BBF (Local) BOARD MEMBERS- ETHICS
BBFA (Legal) BOARD MEMBERS- ETHICS, CONFLICT OF INTEREST DISCLOSURE
BBFA (Local) BOARD MEMBERS- ETHICS, CONFLICT OF INTEREST DISCLOSURE
BBFA (Exhibit) BOARD MEMBERS- ETHICS, CONFLICT OF INTEREST DISCLOSURE
BBFB (Legal) BOARD MEMBERS- ETHICS, PROHIBITED PRACTICES
BBG (Legal) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBG (Local) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBI (Local) BOARD MEMBERS - TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS
BDAA (Legal) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDAA (Local) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDB (Legal) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BDB (Local) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BE (Legal) BOARD MEETINGS
BEC (Legal) BOARD MEETINGS- CLOSED MEETINGS
BED (Legal) BOARD MEETINGS- PUBLIC PARTICIPATION
BED (Local) BOARD MEETINGS- PUBLIC PARTICIPATION
BJCD (Legal) SUPERINTENDENT - EVALUATION
BJCD (Local) SUPERINTENDENT – EVALUATION
BQ (Legal) PLANNING AND DECISION-MAKING PROCESS
BQ (Local) PLANNING AND DECISION-MAKING PROCESS



# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

## STANDARDS OF CONDUCT

### PORTRAIT OF A CFISD BOARD MEMBER

The Cypress-Fairbanks ISD School Board member provides direction and promotes student success by supporting and celebrating the characteristics cited in the portraits of the administrator, the teacher, and the graduate. The Board member is a:

- Logical Visionary who provides guidance and direction for accomplishing the vision of the District and who strives to address the District's future growth and diversity while mindful of its past and present goals and decisions;
- Reflective Investigator who understands the limits of personal knowledge, who seeks to expand that knowledge through all available resources, and who commits to continuous improvement by thoroughly, critically, and creatively examining those resources;
- Thoughtful Decision Maker who solves problems by carefully considering the information and recommendations of the District's resources, who embraces differences of opinion in the decision-making process, and who accepts and supports the resulting decisions of the Board;
- Dedicated Team Player who is trustworthy and collaborative while working with other board members, professional educators, and members of the community to arrive at consensus; and
- Knowledgeable Advocate who promotes excellence in education by seeking to understand programs and processes, who respects student differences and developmental levels, and who supports a challenging curriculum for all students.

### BOARD MEMBER'S CREED AND ETHICS

#### *The Board Member's Creed*

"I am a citizen elected to represent the people of the entire school district, not just a specific group of people, geographic area, or political party.

I realize that my authority as a member of the Board of Education only exists during a legally announced meeting, and that always I am a private citizen.

I do not need to know all the facts of the educational process or of general school administration. I am not expected to do this work, but I am responsible for seeing that the work is done.

My work as a member of the Board of Education consists of assisting in choosing a competent superintendent to guide the District, deciding within the provisions of the applicable laws what is to be done, setting educational priorities, and appraising the work to see that it is done competently and economically.

The administration of the educational program and the conduct of school business shall be left to the superintendent and his staff. I deal directly with the superintendent or through the board president and do not attempt to handle school business matters with other District employees.

# **CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES**

I listen impartially to all persons who come to me with questions, problems, and/or comments on the capabilities or personalities of school employees, direct them to the appropriate employees of the school district, and apprise them of the administrative procedure for all grievances.

I must make my own decisions.”

## *The Board Member’s Code of Ethics*

As a member of the Board, I shall promote the best interests of the District and to that end, shall adhere to the following ethical standards:

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others’ ideas.
- I will be accountable to the public by accurately communicating District policies, programs, priorities, and progress.
- I will work to ensure prudent and accountable use of District resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.
- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.
- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.
- I will focus my attention on fulfilling the Board’s responsibilities of goal setting.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.
- I will be continuously guided by what is best for all students of the District.

## **BOARD MEMBER’S STANDARD OF BEHAVIOR**

- Board members should be knowledgeable of the Board’s Creed and Code of Ethics.
- Board members will review the Board Operating Procedures annually during the Team of Eight training.
- During Board meetings, Board members, working in concert with the Superintendent, should strive to create and maintain a meeting atmosphere that allows the District’s “Team of Eight” to work in harmony and serve as an example to students and employees.
- Board members should maintain the confidentiality of documents and discussions from closed session items and meetings.
- Board members are responsible for policing each other. When a Board member fails to adhere to the standards of behavior or the Board operating procedures, the Board president should address the concern.

# **CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES**

- Repeated failure to adhere to the standards of behavior or Board operating procedures will result in the Board president meeting with the Board member to address the concerns.
- When appropriate, the Board may also issue a private warning to the offending Board member and, in the case of repeated violations or violations of a sufficiently egregious nature, publicly reprimand or censure the Board member by formal action of the Board.

## **SUMMARY OF KEY ROLES AND RESPONSIBILITIES OF THE BOARD**

- Recognize the respective roles of the Texas Legislature, State Board of Education, the Texas Education Agency and the local Boards of Trustees in the governance of the public schools;
- Fulfill the statutory duties of the local Board of Trustees and uphold all laws, rules, ethical procedures and court orders pertaining to schools and school employees;
- Focus its actions on policy making, planning and evaluation of the District's vision, mission and goals;
- Adopt a planning and decision-making process consistent with state statutes that uses participation, information, research and evaluation to help achieve the District's vision;
- Ensure that the District planning and decision-making process enables all segments of the community, parents and professional staff to contribute meaningfully to achieving the District's vision;
- Develop and adopt policies that provide guidance for accomplishing the District's vision, mission and goals;
- Adopt a budget that incorporates sound business and fiscal practices and provides resources to achieve the District's vision, mission and goals;
- Adopt goals, approve student performance objectives and establish policies that provide a well-balanced curriculum resulting in improved student learning;
- Approve goals, policies and programs that ensure a safe and disciplined environment conducive to learning;
- Oversee the management of the district by employing a superintendent and evaluating the Superintendent's performance in providing educational leadership, managing daily operations and performing all duties assigned by law;
- Adopt policies and standards for hiring, assigning, appraising and compensating school district personnel in compliance with state laws and rules; and
- Attending district activities (such as graduations, spotlight awards, and school dedications) whenever possible.

# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

## GOVERNANCE

Board members, as individuals, may not exercise authority over the school district, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may not act on behalf of the Board without the express authorization of the Board. [BBE (Local)] When Board members get into the day-to-day details of administering the district, they are not fulfilling the Board's responsibility to look to the future. The Board should let the superintendent run the district (as specified by the Board President before every board meeting).

- **Board Meetings**

- The Board will observe the modified parliamentary procedures in Roberts Rules of Order, Newly Revised for Small Assemblies. [See attached *Practical Parliamentary Procedures* by the Texas Association of School Boards.]
- In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings.
- Board member requests for agenda items should be submitted to the Board President one week before the regular monthly Thursday committee of the whole work session, and the Board President will review and approve the agenda item before it is presented to the Superintendent for inclusion on the agenda.
- The Superintendent, in consultation with the Board President, may call a special-called meeting with at least 72 hours notice.
- To make meetings more efficient, reports to the Board will be written unless they are either required by law, compelled by importance, or politically significant. Additionally, the Board will develop a consent agenda, determined by the board president, which may contain those items that are recurring or routine in nature, or for which there are no further questions after discussion of the Board during a committee of the whole work session.
- Board members should make every effort to have requests for additional information or clarification of an agenda item submitted to the Superintendent no later than 48 hours prior to the committee of the whole work session.
- Board members should notify the Superintendent in advance of any interest in removing an item from the consent agenda.
- Board members may make comments during the Board comment portion of the board meetings, but these comments cannot be the subject of discussion or deliberation unless they are otherwise posted as an agenda item (in which case the discussion would occur when the agenda item was addressed).

# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

- **Board Meeting Invocations**

- The Board of Trustees has long maintained a tradition of solemnizing its proceedings by allowing for a brief opening prayer before each meeting, for the benefit and blessing of the Board. The Board desires to clarify and codify its invocation practice because solemnizing prayers before deliberative public bodies has been consistently upheld as constitutional by federal courts, including the Fifth Circuit Court of Appeals. The Board intends to establish procedures that reflect its past practice of offering invocations that do not proselytize or advance any faith or show any purposeful preference of one religious view to the exclusion of others.
  - In order to solemnize meetings of the Board of Trustees, it is the desire of the Board to allow for, but not to mandate, an invocation to be offered at its meetings for the benefit of the Board.
  - No Board member, employee of the school district or any other person in attendance at the meeting shall be required to participate in any prayer that is offered.
  - The invocation shall be voluntarily delivered by an eligible member of the Faith-Based community in the Cypress-Fairbanks area. To ensure that such person (the “invocation speaker”) is selected from among a wide pool of the District’s Faith-Based leaders, on a rotating basis, the invocation speaker shall be selected according to the following procedure:
    - a. The Superintendent shall compile and maintain a database of the Faith-Based leaders with an established presence in the Cypress-Fairbanks area (“Faith-Based Leaders List”).
    - b. The Faith-Based Leaders List shall be compiled by referencing the listing for “churches,” “congregations,” or other religious assemblies in the annual Yellow Pages phone book(s) published for the Cypress-Fairbanks area, research from the Internet, and consultation with local chambers of commerce. All religious congregations with an established presence in the local community are eligible to be included in the Faith-Based Leaders List, and any such congregation can confirm its inclusion by specific written request to the Superintendent.
    - c. The Faith-Based Leaders List shall be updated, by reasonable efforts of the Superintendent, in May of each calendar year.
    - d. On or about July 1 of each calendar year, the Superintendent shall send an invitation to each spiritual leader listed on the Faith-Based Leaders List and invite each to schedule on a first-come, first-served basis to deliver an invocation for a future Board meeting.
    - e. If no eligible member of the clergy is available to provide the invocation, a member of the Board may deliver the invocation. The designated Board member shall deliver the invocation in his or her capacity as a private citizen, and according to the dictates of his or her own conscience.

## **CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES**

- f. No view point, guidelines or limitations shall be issued regarding an invocation's content, except that the Board shall request by the language of this guideline that no prayer should proselytize or advance any faith or disparage the religious faith or non-religious views of others.
- g. The Superintendent shall make every reasonable effort to ensure that a variety of eligible invocation speakers are scheduled for the Board meetings. No invocation speaker shall be scheduled to offer a prayer at consecutive meetings of the Board, or more than two (2) times per school year.
- h. Neither the Board nor the Superintendent shall engage in any prior inquiry, review of, or involvement in, the content of any prayer to be offered by an invocation speaker.
- i. This guideline is not intended and shall not be implemented or construed in any way, to affiliate the District or the Board with, nor express any Board member's preference for, any faith or religious denomination. Rather, this operating procedure is intended to acknowledge and express the Board's respect for the diversity of religious denominations and faiths represented and practiced among the citizens of Cypress-Fairbanks ISD.

- **Board member visits to campuses as a Board member**

Board members are encouraged to visit the campuses in the school district. Such visits shall be regarded as informal expressions of interest in and support of school affairs and are not "inspections" or visits for supervisory or administrative purposes. When visiting a campus, Board members should adhere to the following:

- Board members wishing to visit a campus should inform the Superintendent's office and the campus Principal at least 24 hours in advance of the visit.
- Board members must check in at the Principal's office and follow campus visitor guidelines as required in BBE (Local).

These guidelines do not pertain to visits as a parent or as a spectator to school events. Board members with children enrolled in the school district are entitled to the same rights, privileges and courtesies as all other parents or guardians. However, when engaging in conferences or interactions with school personnel as a parent, a Board member shall not let his/her official position interfere or dictate decisions that should be fair and impartial.

- **Board Access to and Requests for Information**

Board members, acting in their official capacity, have access to information that may be withheld from members of the general public. For instance, Board members have access to student and employee information that is otherwise confidential under the law to the general public. Board members who receive access to confidential records in their official capacities have a responsibility to maintain that confidentiality. Board members may also request existing information and/or reports regarding the district through the Superintendent. Before requesting information, Board members should consider whether the information is a "need to know" or a "nice to know."

# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

- When an individual Board member submits a request for information outside a Board meeting, the response will be shared with all Board members.
- As required by law, the District shall track and report any requests by an individual board member for existing information, including the cost of responding to one or more requests by any individual Board member for 200 or more pages of material within a 90-day period.
- As prohibited by law, an individual Board member may not require District employees to prepare reports derived from an analysis of existing information or records, or create new records compiled from existing information or records. The Board, through Board action, may direct the Superintendent to prepare reports.

## COMMUNICATION

- **Communications with the Superintendent:**

- The Superintendent will communicate with all Board members at least weekly via Board Notes in order to update the Board regarding District events and/or information or reports requested by the Board.
- The Board shall promptly communicate any questions or concerns to the Superintendent and should not wait until the Superintendent's formal evaluation to address concerns.
- The Board shall evaluate the Superintendent at least annually in accordance with local policy. [BJCD (local)]

- **Communications with the Community:**

- The Board will communicate with the community through Board meetings, public hearings of the Board, Board-authorized presentations to the community, and District publications.
- Board members shall listen to District patrons that address the Board during the public participation portion of regular Board meetings but may not take action related to the comments made. The Board President, as the spokesperson for the Board, may respond with specific factual information or recitation of existing policy in response to an inquiry, but the Board shall not deliberate or take action regarding any subject that is not on the agenda notice of the meeting. [BED (local)]
- In response to citizen requests or complaints to an individual on the Board, the Board member should never use the words, "I'll look into it." Rather, citizens should be reminded of due process and that the Board member must remain impartial in case the situation comes before the Board. The citizen should then be directed to contact the

## **CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES**

appropriate campus principal, District administrator, or the Superintendent. Board members should contact the Superintendent and advise him/her of the referral.

- Board members should always refer the individual back to the lowest possible level to resolve the problem, and if the citizen indicates that he/she has already addressed the concern with the campus-level administrator, then the citizen should be referred to the Superintendent's Office.
- In response to employee requests or complaints, the same procedures for citizen complaints should be followed.
- The Board of Trustees encourages employee and community input however, anonymous phone calls or letters will not receive discussion or response. Anonymous calls or letters that allege employee misconduct should be referred to the Superintendent. Signed letters of concern should be forwarded to the Superintendent for response. When appropriate the Board will be provided a copy of the response.
- Media requests: The District works with the local media to provide information to the community regarding the goals, achievements, and needs of the District. All written requests for information should be forwarded to the Legal Services Office, which serves as the Superintendent's designee for public information.
  - If a Board member receives a telephone call from the media, the call should be directed to the Board's spokesperson, the Board president, if it involves particular Board action, or the Superintendent's Office if it relates to district operations, personnel, students, or other issues separate from specific Board action.

### **BOARD TRAVEL GUIDELINES**

The Board shall adhere to the meal reimbursement procedures and rates outlined in BBG (legal), (local) and (regulation). Additionally, the following expense-reimbursement guidelines are agreed upon by the Board members:

- All Board members may attend the annual state TASA/TASB Convention, and the Board's TASB representative(s) may attend appropriate TASB meetings in accordance with CFISD's representation on the TASB board of directors.
- Pending any necessary budget considerations, all Board members may attend NSBA Convention.
- The Board's representative(s) may attend the Texas School Alliance meetings for Board members.
- The Board's representative(s) may attend the Gulf Coast School Board Association meetings (Region 4).



## **CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES**

- All Board members may attend the Region IV Education Service Center Board training sessions and/or meetings.
- The Board's representative(s) may attend the legislative sessions and/or meetings of the State Board of Education as appropriate.
- The Board's representative(s) may attend any bond rating presentations, with a maximum of three Board members at any one presentation. The representation at the bond rating presentations shall be determined on a rotating basis.
- With the exception of the Board president for training specific to this role, Board members may attend one additional Board training seminar or educational seminar within the continental United States in addition to TASB, NSBA and Region IV trainings. Additional training or educational seminars may be requested by individual Board members and approved by a majority of the Board through Board action.
- Board members may attend regional or state UIL activities representing the District, with a maximum of one over night lodging expense per event.
- Board members may attend local breakfast, lunch, or dinner meetings that are education-related or related to Board and/or District business.
- Hotel stays, when more conducive to participation, are allowable in Houston or the greater-Houston area.
- Exceptions to the above must be approved by a majority of the Board members.

### **ORGANIZATIONAL EVALUATION/TRAINING**

- During the Team of Eight training, the Board shall establish a specific plan for Board training, which may include a self evaluation instrument.
- Quarterly meetings may be scheduled as needed to discuss team building and how we are doing business, as determined by the Board.
- The Board will identify a process for educating new Board members annually during the Team of Eight training. New Board members will be provided with a list of requirements for their review and implementation.
- The Board will evaluate the Board's processes annually during the Team of Eight training.
- The Board's officers will meet with new Board members in order to educate new members on the Board's Operating Procedures. This should ideally occur prior to the first regularly scheduled Board meeting following the new member's election or appointment.

# CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT BOARD OPERATING PROCEDURES

## ACKNOWLEDGEMENT

I hereby acknowledge that it is my responsibility to review the Cypress-Fairbanks Independent School District Board Operating Procedures, and my signature indicates that I agree to do so and abide by the standard, policies and procedures contained therein.

\_\_\_\_\_  
Trustee  
Cypress-Fairbanks ISD Board Member

\_\_\_\_\_  
Date



# AGENDA ACTION SHEET

**BOARD MEETING: FEBRUARY 2020**

**Monday**  **Thursday**

- RECOGNITION       BOARD COMMENTS
- ORAL REPORT       WRITTEN REPORT
- ACTION       DISCUSSION
- BRIEFING       CITIZEN PARTICIPATION
- PUBLIC HEARING       TRAINING

**Presenter(s):** Dr. Mark Henry  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Prepared by:** Holly Reichert  
 \_\_\_\_\_

**AGENDA ITEM:**

The superintendent will provide information regarding district events and items of community interest.

**SUGGESTED MOTION:**

**FUNDING SOURCES/CLARIFICATION:**

**BOARD GOAL ADDRESSED:**

**BACKUP: YES**

# **SUPERINTENDENT'S BRIEFING**

## **February 10, 2020**

### **1. Black History Month**

Since 1976 every U.S. president has officially designated the month of **February** as **Black History Month**. Black History Month is a celebration of achievements by African Americans and a time for recognizing the central roles and contributions of black Americans to our country. Curriculum activities and cultural arts programs will focus on the influence of black history and its impact on the diversity of our nation and world. You can get insight into our district's history by learning about the early settlers of Independence Garden, currently known as the Carverdale community. We have a great video posted on our district website which tells their story and includes long-time community members sharing their memories.

### **2. Region III-6A Boys Basketball**

The Richard E. Berry Center will serve as host of the Region III-6A Boys' Basketball Tournament **March 5<sup>th</sup> – 7<sup>th</sup>** with the winner advancing to the UIL Basketball State Championships.

### **3. State Wrestling Tournament**

For the **fifth** straight year, **CFISD** will host the **UIL State Wrestling Tournament, February 21<sup>st</sup>-22<sup>nd</sup>** at the **Berry Center**.

### **4. Superintendent's Fun Run**

The **7<sup>th</sup> Annual Superintendent's Fun Run & Festival** is scheduled for **March 21<sup>st</sup>, from 8:00 AM - 11:00 AM**, at the **Berry Center**. Registration is now open. Proceeds from the event will help fund scholarships and teacher development grants through the Cy-Fair Educational Foundation.

### **5. President's Day – Inclement Weather Day**

I'd like to remind the community that Monday, **February 17<sup>th</sup>, President's Day**, is a student holiday and a staff work day. Classes will resume Tuesday, **February 18<sup>th</sup>**.