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# January 12, 2023 at 7:00 PM - Regular Meeting

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| Agenda                                                           |
| 1. <b><u>CALL TO ORDER</u></b>                                   |
| 1.A. <b><u>Moment of Reflection and Pledge of Allegiance</u></b> |
| 1.B. <b><u>Welcome Visitors</u></b>                              |
| 2. <b><u>SPECIAL PRESENTATIONS AND RECOGNITIONS</u></b>          |
| 2.A. <b><u>Recognitions</u></b>                                  |
| 2.B. <b><u>Teachers of the Nine Weeks</u></b>                    |
| 2.B.(1) McCoy Elementary - Christa Schmidt                       |
| 2.B.(2) McKamy Elementary - Emily McCurry                        |
| 2.B.(3) Mclaughlin-Strickland Elementary - Valeria Rodriguez     |
| 2.B.(4) McWhorter Elementary - Madison Ryan                      |
| 2.B.(5) Rainwater Elementary - Shretta Brown                     |
| 2.B.(6) Riverchase Elementary - Emily Lewis                      |
| 2.B.(7) Rosemeade Elementary - Haley Moffett                     |
| 2.B.(8) Sheffield Elementary - Teri Washington                   |
| 2.B.(9) Stark Elementary - Ariana Murillo                        |
| 2.B.(10) Thompson Elementary - Skylar Plummer                    |
| 2.B.(11) Blalack Middle School - Jessica Steele                  |
| 2.B.(12) Bush Middle School - Dustin Woods                       |
| 2.B.(13) Field Middle School - Gregory Thrasher                  |
| 2.B.(14) Long Middle School - Tiesha Brown                       |
| 2.C. <b><u>District Announcements</u></b>                        |
| 2.D. <b><u>Update from PTA</u></b>                               |
| 3. <b><u>AUDIENCE FOR GUESTS</u></b>                             |
| 4. <b><u>NON-ACTION ITEMS FOR DISCUSSION</u></b>                 |

5. **CONSENT AGENDA**

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5.A. **Consider/Approve Requests for Carrollton-Farmers Branch Students to Travel Out-of-State**

**Description: Priority #1: Optimize Engaging and Diverse Learning**

**Background:** In accordance with Policy FMG (LOCAL), students may be permitted to take out-of-state school-sponsored trips for the following purposes:

1. Instructional purposes (field trips and excursions).
2. Activities of school-sponsored or sanctioned clubs or organizations.
3. Other sanctioned competitions.

**Recommendation:** It is the recommendation of the Superintendent that the Board of Trustees approve the above Out-of-State Travel Request(s).

**Attachments:** (1)



[Jan - Out of State Field Trip](#)

1/3/2023 at 12:05 PM

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5.B. **Consider/Approve Personnel Report**

**Description: Priority #1: Optimize Engaging and Diverse Learning**

**Background:** The District employs full-time professional employees in positions requiring a certificate from the State Board of Educator Certification (SBEC), nurses under a probationary or term contract and other designated employees. The purpose of this agenda item is to facilitate Board approval of these contracts.

**Recommendation:** It is the recommendation of the Superintendent that the Board of Trustees approve the employment of these individuals as indicated on the list provided.

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5.C. **Consider/Approve Financial Reports**

**Description: Priority #5: Optimize All Available Resources**

**Background:** The monthly financial reports presented to the Board for consideration will include budget amendments (when applicable), budget summary year to date reports, construction summary report, outstanding investments, and tax office reports.

This report includes the following items:

1. Budget Amendments Year-to-Date as of January 12, 2023
  - a. Proposed Budget Amendments for Official Budgets - yes
2. Budget Summary Year-to-Date as of November 30, 2022
  - a. Unaudited Revenue Summary including:
    - i. Adopted Budget
    - ii. Current Amended Budget
    - iii. Realized to-date Revenue
    - iv. Unrealized Revenue
    - v. Percentage Revenue Realized
  - b. Unaudited Expenditure Summary including:
    - i. Adopted Budget
    - ii. Current Amended Budget
    - iii. Cumulative to-date Expenditures
    - iv. Unencumbered Balance
    - v. Percentage of Budget Expended for the following funds:
      1. General Funds
      2. Special Revenue Funds
      3. Debt Service Funds
      4. Capital Projects Funds
  - c. Construction Summary including:
    - i. Total Project Plan
    - ii. 2022-23 Project Plan
    - iii. 2022-23 Expenditures
    - iv. Balance
    - v. Percentage of Budget Expended
3. Outstanding Investments as of November 30, 2022
4. Tax Office Reports for the month of November 2022
  - a. Year-to-Date Collection 2022-23 Report for November
  - b. Refunds of over \$500.00 for Board Approval for November - None

**Recommendation:** It is recommended that the Board of Trustees accepts the financial reports for November 2022.

**Attachments:** (1)



[November 2022 Financials](#)

1/4/2023 at 2:18 PM

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5.D. **Consider/Approve Proposed Budget Amendment**

**Description: Priority #5: Optimize All Available Resources**

**Background:** The adopted budget provides authority to expend funds for the purposes indicated in accordance with state law, Board Policy, and the District's approved purchasing procedures.

Public funds of the District may not be spent in any manner other than as provided for in the budget adopted by the Board of Trustees, but the Board may amend a budget or adopt a supplementary emergency budget to cover necessary unforeseen expenses. Texas Education Code 44.006(a).

**Recommendation:** It is recommended that the Board of Trustees approve the proposed budget amendment as presented.

**Attachments:** (1)



[2022-23 Budget Amendment - 11-30-2022](#)

12/12/2022 at 3:02 PM

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5.E. **Consider/Approve Cooperative Purchasing Fees Report for Calendar Year 2022**

**Description: Priority #5: Optimize All Available Resources**

**Background:** A school district that enters into a purchasing contract valued at \$25,000 or more under the TEC, §44.031(a)(5), the Texas Local Government Code, Chapter 271, Subchapter F, or under any other cooperative purchasing program authorized for school districts by law shall document any contract related fee, including any management fee, and the purpose of each fee under the contract.

The attached report is for the 2022 calendar for all fees paid to purchasing cooperatives that CFBISD is a member of.

**Recommendation:** It is recommended that the Board of Trustees approve the 2022 Cooperative Purchasing Fees Report.

**Attachments:** (1)



[Cooperative Purchasing Fees Report 2022](#)

12/14/2022 at 3:28 PM

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5.F. **Consider/Approve Purchasing Report for the Period of November 1, 2022 Through November 30, 2022**

**Description: Priority #5: Optimize All Available Resources**

**Background:** The attached report is a summary of the purchases valued at over \$25,000 but not exceeding \$100,000 that were made from November 1, 2022, through November 30, 2022.

**Recommendation:** It is recommended that the Board of Trustees accepts the Purchasing Report for the period of November 1, 2022, through November 30, 2022, as presented.

**Attachments:** (1)



[Purchasing Report over 25k - Nov 2022](#)

12/14/2022 at 3:33 PM

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5.G. **Consider/Approve Interlocal Agreement with Region 10 ESC for Student Nutrition Procurement**  
**Description: Priority #5: Optimize All Available Resources**

**Background:** The Texas Government Code §791 and Texas Education Code §44.031 (a)(5) allows for governmental entities, i.e. state agencies, local governments, and school districts, to enter into cooperative agreements to allow the procurement process to be performed by a single entity on behalf of all those electing to participate. The benefit of an agreement like this is to reduce administrative costs for each participating member. This code also requires the governing body of each party to authorize the contract.

Carrollton-Farmers Branch ISD has identified a purchasing contract for basic service commodity processing, administered by the Region 10 Education Service Center (ESC), which would be an advantageous contract for use by the Student Nutrition Department.

This agreement is a one-year agreement (beginning July 1, 2023) for commodity processing services. The District reserves the right to rebid this service through its own procurement process at any time.

**Recommendation:** It is recommended that the Board of Trustees approves and authorizes the Interlocal Agreement with Region 10 Education Service Center for procurement of commodity processing for the Student Nutrition Program and delegate the authority to execute and complete any necessary documentation for this agreement to the Superintendent or his designee.

**Attachments:** (1)

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|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
|  <a href="#">Region 10 MRPC Commodity Interlocal for 23-24</a> | 12/14/2022 at 3:37 PM |
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5.H. **Consider/Approve Interlocal Agreement for Region 18 Purchasing Cooperative Membership**  
**Description: Priority #5: Optimize All Available Resources**

**Background:** This agreement will allow the District the ability to utilize the contracts of Region 18. This cooperative has some unique vendors that CFBISD has had trouble securing contracts with in the past. This will broaden our approved vendor base to help maintain receiving the best value for the District's supplies, equipment, and/or services.

The annual cost for this cooperative is \$900. The initial agreement would be from the time of agreement to June 22, 2023, and would be renewable each year thereafter.

**Recommendation:** It is recommended that the Board of Trustees approves and authorizes the Interlocal Agreement with Region 18 Purchasing Cooperative for access to federally compliant procurement contracts and delegate the authority to execute and complete any necessary documentation for this agreement to the Superintendent or his designee.

**Attachments:** (1)

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|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
|  <a href="#">Interlocal Agreement - Region 18</a> | 12/14/2022 at 3:40 PM |
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5.I. **Consider/Approve New Vendors for RFP 2022-10-031b for Outside Contracted Services**

**Description: Priority #5: Optimize All Available Resources**

**Background:** This is a non-exclusive contract which provides for outside contracted services, such as maintenance and operational vendors needed to make repairs, as well as other contracted services to address various needs throughout the District which are unknown at this time. This is a perpetual RFP that will be awarded monthly, as needed, to increase the District's variety of approved vendors for necessary services. CFBISD staff will request quotes from the awarded vendors and select based on what is in the best interest of the District for the service necessary.

The estimated spend is not to exceed \$250,000 at this time. This amount will increase as vendors and needs arise.

This is an ongoing contract and can renew annually up to four (4) one-year extensions.

**Recommendation:** It is recommended that the Board of Trustees approve the perpetual RFP 2022-10-031b for Outside Contracted Services with the recommended vendors and to authorize the Superintendent or his designee to negotiate contracts within this RFP in the best interest of the District through the term of this contract.

**Attachments: (1)**



[RFP 2022-10-031b Awarded Vendor List](#)

12/14/2022 at 3:20 PM

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5.J. **Consider/Approve Extension of RFP 2022-10-032b for Groceries and Catered Foods**

**Description: Priority #5: Optimize All Available Resources**

**Background:** This is a non-exclusive contract that provides for grocery and catering services. This contract will supplement the existing contract and eventually replace it, putting it on a five (5) year cycle for renewal. This contract will approve vendors needed to be used throughout the District for various events. This is a perpetual RFP that will be awarded monthly, as needed, to increase the District's variety of approved vendors for necessary items and services. CFBISD staff will request quotes from the awarded vendors and select based on the best interest of the District.

The estimated spend is not to exceed \$100,000 at this time. This amount will increase as vendors and needs arise.

This is an ongoing contract and can be renewed annually for up to four (4) one-year extensions.

**Recommendation:** It is recommended that the Board of Trustees approve the perpetual RFP 2022-10-032b for Grocery & Catering Services with the recommended vendors and to authorize the Superintendent or his designee to negotiate contracts within this RFP in the best interest of the District through the term of this contract.

**Attachments: (1)**



[RFP 2022-10-032b Awarded Vendor List - Grocery and Catering](#)

12/14/2022 at 3:22 PM

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5.K. **Consider/Approve New Vendors for RFP 2022-10-033a for Administrative, Educational Consultants, & Professional Development Services**

**Description: Priority #5: Optimize All Available Resources**

**Background:** This is a non-exclusive contract which provides for administrative, educational consultants, & professional development. This contract will supplement the existing contract and eventually replace it, putting it on a five (5) year cycle for renewal. This contract will approve vendors needed to be used throughout the District for various events. This is perpetual RFP that will be awarded monthly, as needed, to increase the District's variety of approved vendors for necessary items and services. CFBISD staff will request quotes from the awarded vendors and select based in the best interest of the District.

The estimated spend is not to exceed \$ 250,000 at this time. This amount will increase as vendors and needs arise.

This is an ongoing contract and can renew annually up to four (4) one-year extensions.

Purchases made under this contract will utilize multiple local, state and federal funding sources.

**Recommendation:** It is the recommendation that the Board of Trustees approve the perpetual RFP 2022-10-033a for Administrative, Educational Consultants, & Professional Development Services with the recommended vendors and to authorize the Superintendent or his designee to negotiate contracts within this RFP in the best interest of the District through the term of this contract.

**Attachments:** (1)



[RFP 2022-10-033a Awarded Vendor List](#)

12/14/2022 at 3:25 PM

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5.L. **Consider/Approve Amended Minutes of the Regular Board Meeting Held August 4, 2022**

**Description:** The original August 4th Regular Meeting minutes approved at the September 2022 Regular Meeting did not contain specific wording required for Item #5G regarding the Purchase of Attendance Credits. The wording has been added to these amended minutes and reads as follows:

Note: For the 2022-2023 school year, we delegated contractual authority to obligate the school district under Texas Education Code (TEC) §11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, §48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, 49.006. This included approval of the Agreement for the Purchase of Attendance Credit or the Agreement for the Purchase of Attendance Credit (Netting Chapter 48 Funding).

**Recommendation:** It is recommended that the Board of Trustees approve the amended minutes of the regular meeting held on August 4, 2022.

**Attachments:** (1)



[Regular Meeting Minutes - August 4, 2022](#)

1/3/2023 at 4:24 PM

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5.M. **Consider/Approve Minutes of Special Meeting Held December 1, 2022**

**Description: Recommendation:** It is recommended that the Board of Trustees approves the minutes of the Special Meeting Held on December 1, 2022.

**Attachments:** (1)



[Special Called Meeting Minutes - December 1, 2022](#)

1/3/2023 at 4:09 PM

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5.N. **Consider/Approve Minutes of Pre-Meeting Briefing Held December 1, 2022**

**Description: Recommendation:** It is recommended that the Board of Trustees approves the minutes of the Pre-Meeting Held on December 1, 2022.

**Attachments:** (1)



[Pre-Meeting Minutes - December 1, 2022](#)

1/3/2023 at 4:10 PM

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5.O. **Consider/Approve Minutes of the Board of Trustees Regular Meeting Held December 1, 2022**

**Description: Recommendation:** It is recommended that the Board of Trustees approves the minutes of the Regular Meeting Held on December 1, 2022.

**Attachments:** (1)



[Regular Board Meeting Minutes - December 1, 2022](#)

1/3/2023 at 4:10 PM

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5.P. **Consider/Approve Minutes of Special Called Meeting Held December 16, 2022**

**Description: Recommendation:** It is recommended that the Board of Trustees approve the minutes of the Special Called Meeting held on December 16, 2022.

**Attachments:** (1)



[Special Called Meeting Minutes - December 16, 2022](#)

1/3/2023 at 4:26 PM

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6. **ITEMS FOR DISCUSSION AND/OR ACTION**

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6.A. **Items Removed from Consent**

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6.B. **Consider/Approve the District's Annual Comprehensive Financial Report (ACFR) for the Period Ending August 31, 2022**

**Description: Priority #5: Optimize All Available Resources**

**Background:** The Audit Committee is scheduled to review the ACFR at a meeting scheduled for 5:30 pm on January 12, 2023. This committee will make a recommendation to the full Board.

The ACFR has been previously delivered to the Board.

**Recommendation:** It is recommended that the Board of Trustees approve the District's Annual Comprehensive Financial Report for 2021-22.

**Attachments:** (2)



[Certificate of Board](#)

12/12/2022 at 2:59 PM



[Professional Memo-ACFR - updated](#)

1/4/2023 at 10:53 AM

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7. **COMMENTS FROM BOARD MEMBERS REGARDING POSTED AGENDA ITEMS**

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8. **ADJOURNMENT**

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