



A PROUD TRADITION | A BRIGHT FUTURE

REGULAR BOARD MEETING

Thursday, December 20, 2018

7:00 PM

James Steenbergen, President • Kay Danziger, Vice President • Kathryn Kaminski, Secretary
Mandi Bronsell • Dr. Tyson Harrell • Joe Hubenak • Melisa Roberts

**LAMAR CISD BOARD OF TRUSTEES
REGULAR BOARD MEETING
BRAZOS CROSSING ADMINISTRATION BUILDING
3911 AVENUE I, ROSENBERG, TEXAS
DECEMBER 20, 2018
7:00 PM**

AGENDA

1. Call to order and establishment of a quorum
2. Opening of meeting
3. Student Reports
 - A. Terry High School Artists
 - B. Health and Wellness Activity - Leaman Junior High
4. Recognitions/awards
5. Introductions
6. Audience to patrons
7. Approval of minutes
 - A. November 13, 2018 - Special Meeting (Workshop) 6
 - B. November 15, 2018 - Regular Board Meeting 10
8. Board members reports
 - A. Meetings and events
9. Superintendent reports
 - A. Meetings and events
10. Public Hearing on Financial Integrity Rating Systems of Texas (FIRST) for fiscal year 2016-2017
11. **ACTION ITEMS**
 - A. **Goal: Instructional**
 1. Consider approval of out-of-state student trip requests, including, but not limited to:
 - a. Foster High School Choir 18
 - b. Foster High, Fulshear High, George Ranch High, Lamar Consolidated High, and Terry High schools Theater 19
 - c. George Ranch High School Speech and Debate 20
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 4. Consider approval of Memorandum of Understanding with Baylor University School of Education 30
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10. Strategic Planning	149
13. CLOSED SESSION	

- A. Adjournment to closed session pursuant to Texas Government Code Sections 551.071, 551.072, 551.074, and 551.082, the Open Meetings Act, for the following purposes: (Time _____)
1. 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. 150
 - a. Approval of personnel recommendations for employment of professional personnel
 - b. Employment of professional personnel (Information) 151
 - c. Employee resignations and retirements (Information) 153
 2. Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property
 - a. Land
 3. Section 551.071 - To meet with the District's attorney to discuss matters in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including the grievance/complaint hearing.
 - a. Any item listed on the agenda
 - b. Discuss pending, threatened, or potential litigation, including school finance litigation

RECONVENE IN OPEN SESSION

Action on Closed Session Items

Future Agenda Items

Upcoming Meetings and Events

ADJOURNMENT: (Time _____)

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 an item noticed in this meeting, then such closed session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour or 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 Section 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.084 - For the purpose of excluding witness or witnesses from a hearing during examination of another witness.

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.

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 551.082 - 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 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices.

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 551.0821 – For the purpose of deliberating a matter regarding a public school student if personally identifiable information about the student will necessarily be revealed by the deliberation.

Should any final action, final decision or final vote be required in the opinion of the Board with regard to any matter considered in such closed session, then such final action, final decision or final vote shall be at either:

- a. the open meeting covered by this notice upon the reconvening of this public meeting, or
- b. at a subsequent public meeting of the Board upon notice thereof, as the Board may determine.

CERTIFICATE AS TO POSTING OR GIVING OF NOTICE

On this 14th day of December 2018 at 1:00 p.m., this notice was posted on a bulletin board located at a place convenient to the public in the central administrative offices of the Lamar Consolidated Independent School District, 3911 Avenue I, Rosenberg, Texas 77471, and in a place readily accessible to the general public at all times.



Karen Vacek
Secretary to Superintendent

Special Meeting

Be It Remembered

The State of Texas §
County of Fort Bend §
Lamar Consolidated Independent School District §

Notice of Special Meeting Held

On this the 13th day of November 2018, the Board of Trustees of the Lamar Consolidated Independent School District of Fort Bend County, Texas met in Special Session (Workshop) in Rosenberg, Fort Bend County, Texas.

1. CALL TO ORDER AND ESTABLISHMENT OF A QUORUM

This meeting was duly called to order by the President of the Board of Trustees, Mr. James Steenbergen, at 6:30 p.m.

Members Present:

James Steenbergen	President
Kay Danziger	Vice President
Kathryn Kaminski	Secretary
Mandi Bronsell	Member
Joe Hubenak	Member
Melisa Roberts	Member

Members Absent:

Tyson Harrell	Member
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Others Present:

Thomas Randle	Superintendent
Kathleen Bowen	Chief Human Resources Officer
Leslie Haack	Deputy Superintendent of Support Services
Jill Ludwig	Chief Financial Officer
Mike Rockwood	Chief of Staff
Valerie Vogt	Chief Academic Officer
David Jacobson	Chief Technology Information Officer
Linda Lane	Assistant Superintendent of Elementary Education
Kevin McKeever	Executive Director of Facilities & Planning

BUSINESS TRANSACTED

Business properly coming before the Board was transacted as follows: to witness—

2. Discussion of November 15th Regular Board Meeting Agenda Items

The Board reviewed the November 15th Regular Board Meeting agenda items.

10. ACTION ITEMS

10. A GOAL: INSTRUCTIONAL

10. A-1 Consider approval of the 2019-2020 student course selection catalog

Ms. Danziger asked about courses that may not make it at a campus but there are students who wish to take that course. Dr. Maxwell said they work with the campuses and counselors to determine if students are interested in those courses. Dr. Randle said the campuses work together and if a student wants that course, they can go to another campus.

Ms. Kaminski asked what the difference between the Human Growth and Development course and the Education and Training course. She said this sounds like these go together and relate to possibly getting a CDA credential. She said it was her understanding these courses were not being filled at some of the campuses. Ms. Marchena said these are CTE courses and some courses fall under different course clusters. Ms. Kaminski said she sees that the students in these courses are decreasing, now it is only available at one high school. Ms. Kaminski asked if the principals make the decision whether a course is introduced at their campus. Ms. Marchena said they encourage all courses to be encouraged by the administrators on all campuses.

Mr. Steenberg asked why Principles of Government & Public Administration was dropped. Ms. Marchena said the course was not dropped, the cluster just did not have the student enrollment to support it.

Ms. Roberts asked why there was an emphasis on programs for students with significant cognitive disabilities. She asked if we are now going to mainstream some of these students into classes with other students. Ms. Marchena said there is a change in the language from the state in the way they are describing the courses.

Mr. Hubenak asked if we can offer the Wildlife Management Class in the agriculture program. Dr. Maxwell said they looked at the Wildlife Management course and we must make decisions on relevancies to CCMR, how it connects to accountability, and the needs and wants. He said they would have to find certified instructors, which they do not currently have. Dr. Randle said we are still trying to work through the liability piece and that is why it is not included in the course selection catalog. It would come back to the Board as a separate proposal once we are able to get these pieces worked out. He said we have been working with TASB to get feedback and are talking to neighboring school districts. Mr. Hubenak said he knows that all the rural districts around us offer the course and thinks Katy does as well. Dr. Maxwell said he was not sure about Katy, but would find out. Mr. Hubenak said he knows that the want is there. He said scholarships from the Houston Livestock Show and Rodeo range up to \$20,000 and some colleges offer partial and full rides, but to receive the money you must be under this guideline or course through UIL. He said he has talked to the teachers in Needville and East Bernard and was told Katy offers the course. He said he has at least 15 parents at Foster who have showed an interest.

Ms. Roberts asked if it is a club could they achieve the same goals as they would through a course. Mr. Hubenak said to attend any of the big scholarship shoots you must be enrolled in the class which is through UIL.

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10. B GOAL: PLANNING

10. B-4 Consider adoption of revision GE(LOCAL) to specify relations with parent organizations

Ms. Danziger asked if we are just being proactive or are we noticing discrepancies. Dr. Maxwell said we are being proactive.

Ms. Bronsell asked if all schools will follow these rules. Dr. Maxwell said the policies have to be followed by the organizations. He said they will communicate the information to the campuses and organizations.

10. B-12 Consider approval of professional surveying services for the Foster High School track and synthetic turf project

Ms. Roberts asked why we need a survey to apply new turf on an already existing track. Mr. McKeever said the survey is needed to look under because they have to build a drainage system under the existing track.

10. B-16 Consider approval of architect contract

Mr. Steenbergen wondered if they were spreading the work around. Mr. McKeever said yes, Huckabee was the next in line.

11. INFORMATION ITEMS

11. A GOAL: INSTRUCTIONAL

11. A-1 The Lamar Consolidated Independent School District Affiliated Community Organization Manual

Dr. Maxwell presented the manual to the Board.

11. B GOAL: PLANNING

11. B-1 Strategic Planning

Mr. Steenbergen asked how these meetings were going. Mr. Rockwood said they have had 6 so far with 4 meetings left. They have had just under 200 participants.

11. B-6 Board Training Curriculum

Ms. Kaminski said the Board wants something for candidates before they apply and wondered how to do this. She asked if they should hold a board workshop. Mr. Steenbergen said his suggestion would be an informal gathering with 3 or less board members to sit and chat with them. Ms. Kaminski asked Dr. Randle if this was something they get with him to set a date or have him involved in this. She said this has never been done before. Dr. Randle said he would have to check on the legal issues and if this has ever been done. He said there should not be an issue if they don't have more than 3 board members. He recommends they have a formal outline for the meeting. Mr. Steenbergen said they should wait until the candidates declare their candidacy and send the information about this meeting to them. Ms. Danziger said when they come to Ms. Vacek to get a packet, she can notify them of the date the Board has set up.

3. AUDIENCE TO PATRONS

None

ADJOURNMENT TO CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071, 551.072, 551.074, and 551.082, THE OPEN MEETINGS ACT, FOR THE FOLLOWING PURPOSES:

1. 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.
 - a. Approval of personnel recommendations for employment of professional personnel
 - b. Employment of professional personnel (Information)
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3. Section 551.071 – To meet with the District’s attorney to discuss matters in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including the grievance/complaint hearing.
 - a. Any item listed on the agenda
 - b. Discuss pending, threatened, or potential litigation, including school finance litigation

The Board did not convene in Closed Session.

ADJOURNMENT

The meeting adjourned at 7:15 p.m.

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

Signed:

James Steenbergen
President of the Board of Trustees

Kathryn Kaminski
Secretary of the Board of Trustees

Regular Meeting

Be It Remembered

The State of Texas §
County of Fort Bend §
Lamar Consolidated Independent School District §

Notice of Regular Meeting Held

On this the 15th day of November 2018, the Board of Trustees of the Lamar Consolidated Independent School District of Fort Bend County, Texas met in Regular Session in Rosenberg, Fort Bend County, Texas.

1. CALL TO ORDER AND ESTABLISHMENT OF A QUORUM

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Members Present:

James Steenbergen	President
Kay Danziger	Vice President
Kathryn Kaminski	Secretary
Mandi Bronsell	Member
Tyson Harrell	Member
Melisa Roberts	Member

Members Absent:

Joe Hubenak	Member
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Others Present:

Thomas Randle	Superintendent
Kathleen Bowen	Chief Human Resources Officer
Leslie Haack	Deputy Superintendent of Support Services
Jill Ludwig	Chief Financial Officer
Mike Rockwood	Chief of Staff
Valerie Vogt	Chief Academic Officer
David Jacobson	Chief Technology Information Officer
Linda Lane	Assistant Superintendent of Elementary Education
Kevin McKeever	Executive Director of Facilities & Planning
Rick Morris	Attorney

BUSINESS TRANSACTED

Business properly coming before the Board was transacted as follows: to witness—

2. OPENING OF MEETING

A moment of silence was observed and the pledge of allegiance was recited.

3. STUDENT REPORTS

a. FULSHEAR FFA PUBLIC RELATIONS TEAM

Reagan Cooper, Cambrie Reinhardt, Karleigh Schlicht, and Libby McGown from the Fulshear FFA public relations team presented their presentation they would be presenting at the area competition the next day.

b. WERTHEIMER – “LEARNING IN THE LIBRARY”

Hanna Parrier, Grace Gholson, Alex Mesa, and Nick Lopez presented to the Board about Maker Space Club at Wertheimer Middle School.

c. CHARACTER COUNTS RECOGNITION AND REPORT

Lexi Hermes and Francis Hebert from George Ranch High School presented to the Board on one of their Thank you Thursdays.

4. RECOGNITIONS/AWARDS

a. JACKSON ELEMENTARY – NATIONAL BLUE RIBBON SCHOOL

Recognized Jackson Elementary for being one of the 2018 National Blue Ribbon Schools

b. NATIONAL BELL AWARD RECIPIENT

Ms. Deana Gonzalez was a recipient of the Terrel H. Bell Award.

5. INTRODUCTIONS

Dr. Kathleen Bowen introduced new staff to the Board:
David Banks, Director of Network Services

6. AUDIENCE TO PATRONS

Mr. Clifton Buchanan addressed the Board about Pre-AP classes in relation to how much time the students get to receive instruction, review, and testing.

7. APPROVAL OF MINUTES

A. OCTOBER 16, 2018 - SPECIAL MEETING

It was moved by Ms. Kaminski and seconded by Ms. Danziger that the Board of Trustees approve the minutes of the October 16, 2018 Special Meeting. The motion carried unanimously.

B. OCTOBER 18, 2018 - REGULAR BOARD MEETING

It was moved by Ms. Roberts and seconded by Ms. Danziger that the Board of Trustees approve the minutes of the October 18, 2018 Regular Board Meeting. The motion carried unanimously.

7. BOARD MEMBER REPORTS

a. Meetings and Events

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Ms. Danziger reported the Facilities Committee met and reported the status of projects in the District. She attended the LEAF Golf Tournament last month. LEAF Grant patrol delivered grants to students yesterday. Saturday, she participated in the Walk for Love for Lunches of Love. She also attended the Foster High School senior serve.

Ms. Kaminski attended the Special Education Fall Festival and attended some of the listening tours.

Mr. Steenbergen attended a presentation of a honorary diploma to an 81 year old gentlemen, Martin Almanza, who dropped out of Lamar Consolidated High School to go to the Korean and Vietnam Wars.

8. SUPERINTENDENT REPORTS

- a. **Meetings and Events**
- b. **Information for Immediate Attention**

Dr. Randle attended part of the Fort Bend County Legislative Conference and feels encouraged by the legislators and their commitment to support public education.

ACTION ITEMS FOR CONSENT OF APPROVAL: 10. A-1 – 10. A.2; 10. B-1 – 10. B-26; and 10. C-1.

It was moved by Ms. Danziger and seconded by Ms. Roberts that the Board of Trustees approve these action items as presented. The motion carried unanimously.

10. A GOAL: INSTRUCTIONAL

10. A-1 Approval of the 2019-2020 student course selection catalog

Approved the 2019-2020 Student Course Selection Catalog.

10. A-2 Approval of of District Instructional Materials Adoption Committee

Approved the District Instructional Materials Adoption Committee members as submitted.

10. B GOAL: PLANNING

10. B-1 Approval of budget amendment requests

Approved the budget amendment requests as amended. (See inserted page 30-A.)

10. B-2 Ratification of Financial and Investment Reports

Ratified the Financial and Investment Reports as presented.

10. B-3 Ratification of donations to the District, including, but not limited to:

- a. Adolphus Elementary School**
- b. Frost Elementary School**
- c. Fulshear High School**
- d. Hubenak Elementary School**
- e. Meyer Elementary School**
- f. Ryon Middle School**

g. Terry High School

Ratified the donations to the District with addendum.

10. B-4 Adoption of revision GE(LOCAL) to specify relations with parent organizations

Approved a revision to Board Policy GE(LOCAL) specifying relations with parent organizations. The revised GE(LOCAL) gives further guidance in the areas of purchasing, formation of parent organizations, fund-raising, connections between district and parent organizations, and the roles district employees may function within parent organizations. (See inserted pages 31-A – 31-E.)

10. B-5 Approval of geotechnical study for the Traylor Stadium track replacement

Approved Terracon for the geotechnical study for the Traylor Stadium track replacement in the amount of \$3,500 and authorized the Board President to execute the agreement. (See inserted pages 31-F – 31-N.)

10. B-6 Approval of geotechnical study for the Foster High School track and synthetic turf project

Approved Terracon for the geotechnical study for the Foster High School track and synthetic turf project in the amount of \$3,200 and authorized the Board President to execute the agreement. (See inserted pages 31-O – 31-X.)

10. B-7 Approval of geotechnical study for the Fulshear High School synthetic turf project

Approved Terracon for the geotechnical study for the Fulshear High School synthetic turf project in the amount of \$2,800 and authorized the Board President to execute the agreement. (See inserted pages 31-Y – 31-HH.)

10. B-8 Approval of geotechnical study for the George Ranch High School synthetic turf project

Approved Terracon for the geotechnical study for the George Ranch High School synthetic turf project in the amount of \$2,800 and authorized the Board President to execute the agreement. (See inserted pages 31-II – 31-RR.)

10. B-9 Approval of geotechnical study for the Terry High School synthetic turf project

Approved Terracon for the geotechnical study for the Terry High School synthetic turf project in the amount of \$2,900 and authorized the Board President to execute the agreement. (See inserted pages 31-SS – 31-BBB.)

10. B-10 Approval of geotechnical study for High School #6 and Junior High School #6

Approved Terracon for the geotechnical study for High School #6 and Junior High School #6 in the amount of \$70,900 and authorized the Board President to execute the agreement. (See inserted pages 31-CCC – 31-OOO.)

10. B-11 Approval of professional surveying services for the Fulshear High School synthetic turf project

Approved Charlie Kalkomey Surveying, Inc. A Jones & Carter Company for professional topographic services for the synthetic turf project at Fulshear High School in the amount of \$3,500 and authorized the Board President to execute the agreement. (See inserted pages 32-A – 32-D.)

10. B-12 Approval of professional surveying services for the Foster High School track and synthetic turf project

Approved Charlie Kalkomey Surveying, Inc. A Jones & Carter Company for professional topographic services for the synthetic turf project at Foster High School in the amount of \$7,300 and authorized the Board President to execute the agreement. (See inserted pages 32-E – 32-H.)

10. B-13 Approval of professional surveying services for the George Ranch High School synthetic turf project

Approved Charlie Kalkomey Surveying, Inc. A Jones & Carter Company for professional topographic services for the synthetic turf project at George Ranch High School in the amount of \$3,500 and authorized the Board President to execute the agreement. (See inserted pages 32-I – 32-L.)

10. B-14 Approval of professional surveying services for the Terry High School synthetic turf project

Approved Charlie Kalkomey Surveying, Inc. A Jones & Carter Company for professional topographic services for the synthetic turf project at Terry High School in the amount of \$3,500 and authorized the Board President to execute the agreement. (See inserted pages 32-M – 32-P.)

10. B-15 Approval of architect contract for the Lamar Consolidated High School complex project

Approved PBK Sports for the design of the Lamar Consolidated High School complex project and authorized the Superintendent to begin contract negotiations.

10. B-16 Approval of architect contract

Approved Huckabee Inc. for the renovation projects at Wessendorff Middle, Navarro Middle, Campbell Elementary, and Williams Elementary schools and authorized the Superintendent to begin contract negotiations.

10. B-17 Approval of procurement method for the 2017 Bond projects

Authorized the administration to utilize competitive sealed proposals as the construction method of procurement with the evaluation criteria for the 2017 Bond projects.

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10. B-18 Approval of deductive change order #1 and final payment for the Foster High School water plant

Approved the deductive change order #1 in the amount of \$2,525 and final payment of \$82,475 to W.W. Payton Corporation for the construction of the Foster High School water plant and authorized the Board President to sign the change order. (See inserted page 33-A.)

10. B-19 Approval of deductive change order #1 and final payment for the Austin Elementary roof replacement

Approved the deductive change order #1 in the amount of \$3,595 and final payment of \$40,082.80 to Ally Roofing Services for the construction of the Austin Elementary roof replacement and authorized the Board President to sign the change order. (See inserted page 33-B.)

10. B-20 Approval of professional topographic surveying and platting services for Tamarron Elementary School

Approved Charlie Kalkomey Surveying, Inc. A Jones & Carter Company for professional topographic surveying and platting services for Tamarron Elementary School in the amount of \$21,300 and authorized the Board President to execute the agreement. (See inserted pages 33-C – 33-E.)

10. B-21 Approval of CenterPoint Energy gas development fees for Culver Elementary School

Approved CenterPoint Energy gas development fees for Culver Elementary School and approved the payment in the amount of \$8,240. (See inserted page 33-F.)

10. B-22 Approval of deductive change order #1 and final payment to Jamail & Smith Construction for band additions at Lamar Consolidated and Terry high schools

Approved the final deductive change order in the amount of \$16,000 and final payment in the amount of \$1,395.40 to Jamil & Smith Construction, Inc. for the Lamar Consolidated band additions and \$1,161.60 to Jamil & Smith Construction, Inc. for the Terry High School band additions and authorized the Board President to sign the change order. (See inserted page 33-G.)

10. B-23 Approval of deductive change order #1 and final payment for the Fulshear High School shell space

Approved the deductive change order #1 in the amount of \$24,513 and final payment of \$69,659.35 to Drymalla Construction Company, Inc. for the construction of the Fulshear High School shell space and authorized the Board President to sign the change order. (See inserted page 33-H.)

10. B-24 Approval of architect contract for the Child Nutrition renovations

Approved Huckabee Inc. for the Child Nutrition new cooler/freezers and serving line renovations and authorized the Superintendent to begin contract negotiations.

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10. B-25 Approval of change order #1 and final payment for Carter Elementary School

Approved change order #1 for the addition of 18 days due to Hurricane Harvey and final payment in the amount of \$1,002,757.50 to Drymalla Construction for the construction of Carter Elementary School and authorized the Board President to sign the change order. (See inserted page 34-A.)

10. B-26 Approval of ranking of Construction Manager-Agent (CMA)

Approved the ranking of Construction Manager-Agent (CMA) firms and authorized the Superintendent to begin contract negotiations for construction manager agent services for the 2017 Bond program.

10. C GOAL: PERSONNEL

10. C-1 Approval of new appraisers for teaching staff

Approved the appraiser(s) who have recently become certified or are new to Lamar Consolidated Independent School District (LCISD).

11. INFORMATION ITEMS

11. A GOAL: INSTRUCTIONAL

11. A-1 The Lamar Consolidated Independent School District Affiliated Community Organization Manual

11. B GOAL: PLANNING

11. B-1 Strategic Planning

11. B-2 Tax Collection Report

11. B-3 Payments for Construction Projects

11. B-4 Bond Update

- a. 2014**
- b. 2017**

11. B-5 Projects funded by 2011 available bond funds

11. B-6 Board Training Curriculum

ADJOURNMENT TO CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071, 551.072, 551.074, and 551.082, THE OPEN MEETINGS ACT, FOR THE FOLLOWING PURPOSES:

1. 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.
 - a. Approval of personnel recommendations for employment of professional personnel
 - b. Employment of professional personnel (Information)
 - c. Employee resignations and retirements (Information)
2. Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property

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- a. Land
- 3. Section 551.071 – To meet with the District’s attorney to discuss matters in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including the grievance/complaint hearing.
 - a. Any item listed on the agenda
 - b. Discuss pending, threatened, or potential litigation, including school finance litigation

The Board did not adjourn to Closed Session.

FUTURE AGENDA ITEMS

January Board self-evaluation

UPCOMING MEETINGS AND EVENTS

November 29th a book launch at Arredondo for Van Johnson’s new book

ADJOURNMENT

The meeting adjourned at 7:50 p.m.

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

Signed:

James Steenbergen
President of the Board of Trustees

Kathryn Kaminski
Secretary of the Board of Trustees

CONSIDER APPROVAL OF OUT-OF-STATE STUDENT TRIP REQUESTS

RECOMMENDATION:

That the Board of Trustees approve out-of-state travel for Foster High School Choir to travel to Kansas City, Missouri from February 27 to March 3, 2019.

IMPACT/RATIONALE:

The Foster High School Choir requests permission for Foster High School Choir students to travel to Kansas City, Missouri from February 27 to March 3, 2019 by airplane. The estimated cost per individual will be \$1,100 which includes the cost of airfare, meals, lodging, and ground transportation. Total cost of the trip is estimated to be \$5,500. Jason Carson and Emily Eads will accompany as chaperones. The expenses for the trip will be paid by the District Performing and Visual Arts Student Budget.

PROGRAM DESCRIPTION:

Three Foster High School students have qualified to participate in the American Choral Directors Association National High School Honor Choir. These students made the Honor Choir after competing against 4,200 students from across the United States. The Honor Choir will perform at the American Choral Directors Association bi-annual conference. This is the most prestigious choral music conference in the United States.

Submitted by: Valerie Vogt, Chief Academic Officer
Dr. Theresa Mossige, Assistant Superintendent, Secondary Education
Ramiro Estrada, Director of Performing and Visual Arts

Recommended for approval:



Dr. Thomas Randle
Superintendent

CONSIDER APPROVAL OF OUT-OF-STATE STUDENT TRIP REQUESTS

RECOMMENDATION:

That the Board of Trustees approve out-of-state travel for Foster High School, Fulshear High School, George Ranch High School, Lamar Consolidated High School, and Terry High School Theater Departments to travel to Lincoln, Nebraska to the International Thespian Festival and Individual Events Showcase Competition from June 24 to July 1, 2019.

IMPACT/RATIONALE:

Selected members of all five high school Theater Departments request permission to travel to Lincoln, Nebraska from June 24 to July 1, 2019 by charter bus. The approximate cost for each student or sponsor/chaperone is \$950. Meals and lodging at the University of Nebraska are included in the cost. District funds will be used to cover the costs as in past years. Students qualified for the International Thespian Festival by advancing out of events at the Texas Thespian Festival. Students will compete against national finalists from all 50 states and the U.S. Territories in numerous theatrical events.

BACKGROUND INFORMATION:

Fifty students have qualified to attend. Sponsors attending are Claudia McCotter and Bobby Ramirez from Lamar Consolidated High School, L Jay Edenmeyer from George Ranch High School, Kendra Willeby and Kasey Willeby from Foster High School and Jessica Rodriguez and Andrew Bauerle from Terry High School and Adam Delka from Fulshear High School. Ram Estrada, Lamar CISD Director of Performing and Visual Arts and a district assistant principal will also attend the festival.

Submitted by: Valerie Vogt, Chief Academic Officer
Dr. Theresa Mossige, Assistant Superintendent, Secondary Education
Ramiro Estrada, Director of Performing and Visual Arts

Recommended for approval:



Dr. Thomas Randle
Superintendent

CONSIDER APPROVAL OF OUT-OF-STATE STUDENT TRIP REQUESTS

RECOMMENDATION:

That the Board of Trustees approve out-of-state travel for George Ranch High School Speech and Debate Team to travel to Cambridge, Massachusetts, to compete in the Harvard Speech and Debate Tournament from February 15-19, 2019.

IMPACT/RATIONALE:

The George Ranch High School Speech and Debate Team requests permission to travel to Cambridge, Massachusetts from February 15-19, 2019 by airplane. The approximate cost per individual is \$600. Meals, airfare, hotel, tournament registration, and ground transportation are included in the cost. Total cost of the trip is estimated to be \$6,500. The expenses for the trip will be paid for by fundraising activities by the students and booster club. Ten students are expected to participate. Speech and Debate Coach Erica Baker and Christopher Cuellar, Assistant Principal will accompany the students.

PROGRAM DESCRIPTION:

The students will participate in the Speech and Debate tournament on the campus of Harvard University in Cambridge, Massachusetts. This tournament is one of the most prestigious competitions in the nation. Students will gain a great deal of exposure and experience by competing at this level. Various workshops will be held to get the students ready for competition. This level of competition serves as excellent preparation for the National Forensic League national competition, which will be held in Dallas, Texas in June.

Submitted by: Valerie Vogt, Chief Academic Officer
Dr. Theresa Mossige, Assistant Superintendent, Secondary Education
Ramiro Estrada, Director of Performing and Visual Arts

Recommended for approval:



Dr. Thomas Randle
Superintendent

CONSIDER APPROVAL OF BUDGET AMENDMENT REQUESTS

RECOMMENDATION:

That the Board of Trustees consider approval of budget amendment requests.

IMPACT/RATIONALE:

The proposed budget amendments require school board approval because budgeted funds are being reallocated between functional categories and/or new budgets are being established.

PROGRAM DESCRIPTION:

Budget amendments are mandated by the state for budgeted funds reallocated from one functional level, and state and/or federal program to another. These budget changes are usually the result of unexpected levels of expenditures in certain categories and amendments are for legal compliance. Other budget amendments are determined by the School Board.

Since the operating budget for Lamar CISD is adopted at the functional level, budget revisions are required for reallocations between functional levels or when new budgets are being established. All necessary budget amendments must be formally adopted by the School Board and recorded in the Board minutes. (TEA Financial Accountability System Resource Guide, Financial Accounting & Reporting, Update 15.0)

Submitted by: Jill Ludwig, CPA, RTSBA, Chief Financial Officer
Yvonne Dawson, RTSBA, Budget and Treasury Officer

Recommended for approval:



Dr. Thomas Randle
Superintendent

Foster High School is requesting a budget change to pay for student entry fees for the Robotics Club competition.

199-11	Classroom Instruction	(1,427.00)
199-36	Extracurricular Activities	1,427.00

The Teaching and Learning Department is requesting a budget change to pay membership dues to Reading Recovery Council of North America for reading recovery teachers.

199-11	Classroom Instruction	(1,190.00)
199-13	Curriculum and Instr. Staff Development	1,190.00

The Secondary Education Department is requesting a budget change to pay for consultant services provided by Equal Opportunity Schools.

199-11	Classroom Instruction	(132,000.00)
199-13	Curriculum and Instr. Staff Development	132,000.00

The Technology Department is requesting a budget change to amend the budget to pay the 2018-19 printer/copier maintenance agreement with ImageNet.

199-11	Classroom Instruction	346,122.00
199-21	Instructional Leadership	4,426.00
199-31	Guidance and Counseling	8,852.00
199-32	Social Work Services	(2,800.00)
199-34	Student Transportation	1,852.00
199-36	Cocurricular/Extracurricular Activities	6,619.00
199-41	General Administration	21,681.00
199-51	Plant Maintenance & Operations	(803.00)
199-53	Data Processing Services	(97,705.00)
199-61	Community Services	2,151.00

The Financial Services Department is requesting a budget change to amend the 2018-19 budget for funds donated to the District by outside parties that were not expended in the 2017-18 year. These funds need to be carried forward so that they can be used for their intended purposes.

199-81	Facilities Acquisition & Construction	16,771.05
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CONSIDER RATIFICATION OF FINANCIAL AND INVESTMENT REPORTS

RECOMMENDATION:

That the Board of Trustees ratify the Financial and Investment Reports as presented.

PROGRAM DESCRIPTION:


Financial reporting is intended to provide information useful for many purposes. The reporting function helps fulfill government's duty to be publicly accountable, as well as to help satisfy the needs of users who rely on the reports as an important source of information for decision making.

Financial reports and statements are the end products of the accounting process. You will find attached the following reports:

- Ratification of November 2018 Disbursements, all funds
 - List of disbursements for the month by type of expenditure
- Financial Reports
 - Year-to-Date Cash Receipts and Expenditures, General Fund only
 - Investment Report

Submitted by: Jill Ludwig, CPA, RTSBA, Chief Financial Officer
 Michele Reynolds, CPA, Director of Finance

Recommended for ratification:


Dr. Thomas Randle
Superintendent

SCHEDULE OF NOVEMBER 2018 DISBURSEMENTS

IMPACT/RATIONALE:

All disbursements made by the Accounting Department are submitted to the Board of Trustees for ratification on a monthly basis. Disbursements made during the month of November total \$28,583,392 and are shown below by category:

<u>3-Digit Object</u>	<u>Description</u>	<u>Disbursements</u>
611/612	Salaries and Wages, All Personnel	17,994,173
614	Employee Benefits	882,431
621	Professional Services	68,536
622	Tuition and Transfer Payments	5,832
623	Education Services Center	21,067
624	Contracted Maintenance and Repair Services	472,480
625	Utilities	762,697
626	Rentals and Operating Leases	58,179
629	Miscellaneous Contracted Services	726,467
631	Supplies and Materials for Maintenance and Operations	313,406
632	Textbooks and Other Reading Materials	380,196
633	Testing Materials	42,966
634	Food Service	1,149,760
639	General Supplies and Materials	1,562,338
641	Travel and Subsistence -- Employee and Student	151,524
642	Insurance and Bonding Costs	17,532
649	Miscellaneous Operating Costs/Fees and Dues	65,501
659	Other Debt Services Fees	33,000
661	Land Purchase and/or Improvements	25,000
662	Building Purchase, Construction, and/or Improvements	3,072,413
663	Furniture & Equipment - \$5,000 or more per unit cost	767,903
129	Misc. Receivable/Alternative Certification Fees	6,156
131	Inventory Purchases	1,800
217	Operating Transfers, Loans and Reimbursements	189
573/575/592	Miscellaneous Refunds/Reimbursements to Campuses	1,846
	Total	28,583,392

PROGRAM DESCRIPTION:


The report above represents all expenditures made during the month of November 2018. The detailed check information is available upon request.

Submitted by,



Michele Reynolds,
Director of Finance

Recommended for approval:



Dr. Thomas Randle
Superintendent

**LAMAR CONSOLIDATED I.S.D.
GENERAL FUND
YEAR TO DATE CASH RECEIPTS AND EXPENDITURES
(BUDGET AND ACTUAL)
AS OF NOVEMBER 30, 2018**

CASH RECEIPTS	AMENDED BUDGET	ACTUAL	BUDGET VARIANCE	PERCENT ACTUAL/ BUDGET
5700-LOCAL REVENUES	171,901,345.00	9,269,567.00	(162,631,778.00)	5.4%
5800-STATE PROGRAM REVENUES	107,034,939.00	36,282,791.00	(70,752,148.00)	33.9%
5900-FEDERAL PROGRAM REVENUES	4,925,000.00	464,476.00	(4,460,524.00)	9.4%
TOTAL- REVENUES	283,861,284.00	46,016,834.00	(237,844,450.00)	16.2%
EXPENDITURES				
6100-PAYROLL COSTS	237,957,238.00	58,749,865.00	179,207,373.00	24.7%
6200-PROFESSIONAL/CONTRACTED SVCS.	26,040,922.00	4,511,377.00	21,529,545.00	17.3%
6300-SUPPLIES AND MATERIALS	14,198,216.00	3,085,380.00	11,112,836.00	21.7%
6400-OTHER OPERATING EXPENDITURES	5,809,087.00	1,075,373.00	4,733,714.00	18.5%
6600-CAPITAL OUTLAY	1,539,879.00	318,576.00	1,221,303.00	20.7%
TOTAL-EXPENDITURES	285,545,342.00	67,740,571.00	217,804,771.00	23.7%

**Local Investment Pools
as of November 30, 2018**

ACCOUNT NAME	BEGINNING BALANCE	TOTAL DEPOSIT	TOTAL WITHDRAWAL	TOTAL INTEREST	MONTH END BALANCE
TexPool accounts are as follows:					
Food Service	3,291,007.89	0.00	1,000,000.00	4,777.96	2,295,785.85
General Account	44,154,776.94	9,800,000.00	22,127,803.74	65,122.18	31,892,095.38
Health Insurance	1,027,851.06	1,636,137.07	2,550,000.00	2,997.30	116,985.43
Workmen's Comp	250,742.45	16,666.67	0.00	483.24	267,892.36
Property Tax	1,011,244.85	8,344,477.18	0.00	5,591.65	9,361,313.68
Vending Contract Sponsor	295,318.87	0.00	0.00	534.72	295,853.59
Deferred Compensation	2.55	0.00	0.00	0.00	2.55
Capital Projects Series 2005	234,006.61	0.00	0.00	423.68	234,430.29
Student Activity Funds	37,917.26	0.00	0.00	68.62	37,985.88
Taylor Ray Donation Account	54.72	0.00	0.00	0.00	54.72
Capital Projects Series 2007	214,853.20	0.00	0.00	389.03	215,242.23
Common Threads Donation	54,694.29	0.00	0.00	99.03	54,793.32
Debt Service 2012A	1,767.71	0.00	0.00	3.30	1,771.01
Debt Service 2012B	369.93	0.00	0.00	0.60	370.53
Debt Service 2014A	313.41	0.00	0.00	0.60	314.01
Debt Service 2014B	709.61	0.00	0.00	1.20	710.81
Debt Service 2013	210.53	0.00	0.00	0.30	210.83
Debt Service 2013A	311,226.40	0.00	0.00	563.51	311,789.91
Debt Service 2015	3,062.20	0.00	0.00	5.53	3,067.73
Debt Service 2016A	1,522.42	0.00	0.00	2.70	1,525.12
Debt Service 2016B	403.25	0.00	0.00	0.60	403.85
Debt Service 2017	1,379.31	0.00	0.00	2.40	1,381.71
Debt Service 2017 Capitalized Interest	2,055,750.52	0.00	0.00	3,722.34	2,059,472.86
Capital Projects 2017	1.00	0.00	0.00	0.00	1.00
Debt Service 2018	8,419,131.22	0.00	0.00	15,244.45	8,434,375.67
Capital Projects 2018	89,557,561.36	0.00	102,029.18	162,003.13	89,617,535.31
Lone Star Investment Pool Government Overnight Fund					
Capital Projects Fund	5,157.60	0.00	0.00	9.31	5,166.91
Workers' Comp	740,482.74	0.00	0.00	1,337.33	741,820.07
Property Tax Fund	33,035.20	0.00	0.00	59.66	33,094.86
General Fund	2,658,334.38	0.00	0.00	4,801.01	2,663,135.39
Food Service Fund	92,954.24	0.00	0.00	167.88	93,122.12
Debt Service Series 1996	315.11	0.00	0.00	0.57	315.68
Capital Project Series 1998	719.72	0.00	0.00	1.30	721.02
Debt Service Series 1990	0.04	0.00	0.00	0.00	0.04
Debt Service Series 1999	2.43	0.00	0.00	0.00	2.43
Capital Project Series 1999	0.01	0.00	0.00	0.00	0.01
Capital Projects 2007	394.55	0.00	0.00	0.71	395.26
Capital Projects 2008	0.31	0.00	0.00	0.00	0.31
Capital Projects 2012A	0.06	0.00	0.00	0.00	0.06
Capital Projects 2014B	17.49	0.00	0.00	0.03	17.52
Capital Projects 2015	944.87	0.00	0.00	1.71	946.58
Debt Service Series 2015	1,245,700.04	0.00	0.00	2,249.76	1,247,949.80
Capital Projects 2017	9,842,094.26	0.00	2,732,401.95	15,299.53	7,124,991.84
Capital Projects 2018	75,403,714.45	0.00	59,191.76	136,127.12	75,480,649.81
Debt Service Series 2018	3,020,221.77	0.00	0.00	5,454.59	3,025,676.36
MBIA Texas CLASS Fund					
General Account	15,915,760.02	0.00	0.00	31,744.52	15,947,504.54
Capital Project Series 1998	938.17	0.00	0.00	1.84	940.01
Capital Projects Series 2007	1.00	0.00	0.00	0.00	1.00
Debt Service Series 2007	1.00	0.00	0.00	0.00	1.00
Capital Projects Series 2012A	5,612,753.18	0.00	186,628.00	10,834.83	5,436,960.01
Debt Service 2015	976,985.47	0.00	0.00	1,948.62	978,934.09
Capital Projects 2017	25,404,379.59	0.00	0.00	47,324.87	25,451,704.46
TEXSTAR					
Capital Projects Series 2007	763.42	0.00	0.00	1.44	764.86
Debt Service Series 2008	13.86	0.00	0.00	0.00	13.86
Capital Projects Series 2008	994,971.09	0.00	0.00	1,813.53	996,784.62
Debt Service Series 2012A	0.03	0.00	0.00	0.00	0.03
Debt Service Series 2012B	0.17	0.00	0.00	0.00	0.17
Capital Projects Series 2012A	12.21	0.00	0.00	0.00	12.21
Debt Service 2013	2.67	0.00	0.00	0.00	2.67
Capital Projects 2014A	4,716.87	0.00	0.00	8.60	4,725.47
Capital Projects 2014B	2.65	0.00	0.00	0.00	2.65
Debt Service 2015	3,390,645.53	0.00	32,500.00	6,178.04	3,364,323.57
Capital Projects 2015	1,873.51	0.00	1,873.00	0.89	1.40
Capital Projects 2017	14,214,517.85	0.00	102,924.24	25,781.39	14,137,375.00
Capital Projects 2018	88,250,111.99	0.00	679,148.23	160,809.34	87,731,773.10
Debt Service 2018	3,624,490.59	0.00	0.00	6,606.25	3,631,096.84
TEXAS TERM/DAILY Fund					
Capital Projects Series 2007	1,033,872.01	0.00	0.00	1,880.95	1,035,752.96
Capital Projects Series 2008	144.78	0.00	0.00	0.26	145.04
Capital Projects Series 2012A	58.16	0.00	0.00	0.11	58.27
Capital Projects Series 2014A	2,431.80	0.00	0.00	4.42	2,436.22
Capital Projects Series 2014B	2,294,364.25	0.00	0.00	4,174.19	2,298,538.44
Debt Service 2015	138,614.56	0.00	0.00	252.18	138,866.74
Capital Projects 2015	14,565,282.57	0.00	351,009.99	26,349.78	14,240,622.36
Capital Projects 2017	22,731,038.98	0.00	0.00	41,355.06	22,772,394.04
Capital Projects 2018	45,251,139.16	0.00	0.00	82,326.36	45,333,465.52
Debt Service 2018	1,812,489.97	0.00	0.00	3,297.50	1,815,787.47

ACCOUNT TYPE	AVG. RATE OF RETURN	CURRENT MONTH EARNINGS
TEXPOOL ACCOUNT INTEREST	2.20	\$262,038.07
LONE STAR ACCOUNT INTEREST	2.20	\$165,510.51
MBIA TEXAS CLASS ACCOUNT INTEREST	2.42	\$91,854.68
TEXSTAR ACCOUNT INTEREST	2.26	\$201,199.48
TEXAS TERM/DAILY ACCOUNT INTEREST	2.21	\$159,640.81
TOTAL CURRENT MONTH EARNINGS		\$880,243.55
EARNINGS 9-01-18 THRU 10-31-18		\$1,761,152.16
TOTAL CURRENT SCHOOL YEAR EARNINGS		\$2,641,395.71

CONSIDER APPROVAL OF CATERING AND BANQUET SERVICES

RECOMMENDATION:

That the Board of Trustees approve all vendors who responded to the proposal for catering and banquet services for the District.

IMPACT/RATIONALE:

Purchases may be made for food and catering services by each campus or department. This type of award is beneficial to the District as it allows our campuses and departments a variety of vendors to select from, while ensuring that the District is compliant with purchasing regulations according to TEC 44.031 and EDGAR.

PROGRAM DESCRIPTION:

RFP 01-2019RL requested that vendors supply detailed menus with discounted pricing specific to LCISD. In addition, vendors provided ordering instructions and delivery options for LCISD locations. Vendor-discounted menus shall provide LCISD staff the benefit of budgeting and overall planning for food expenses.

The RFP was divided into two parts. Part I included catering and banquet services utilized for all administrative events and functions. Working with the Purchasing Department, various department staff (who are familiar with the ordering of catering and banquet services) evaluated submissions based on an 8-criteria rubric. After evaluation of the businesses who responded to Part I, it is recommended that the award be made to all respondents. Part II of the procurement effort included catered foods served to students in Lamar CISD cafeterias. This requires vendors to meet National School Nutrition Standards. Vendors that indicated interest in Part II provided the nutritional ingredients of their products as part of their response. The Purchasing and Child Nutrition Departments evaluated all responses for compliance with federal guidelines. Having met the federal nutrition requirements, the vendors recommended for award are Chick-fil-a and Kona Ice.

This proposal will be awarded as a two-year term contract. Either party may provide a 30-day advance written notice of intent to cancel prior to the annual termination. Upon approval, the agreement commences on January 1, 2019.

Submitted by: Jill Ludwig, CPA, RTSBA, Chief Financial Officer
 Lamanda Nipps, RTSBA, Purchasing & Materials Manager
 Leslie Haack, Deputy Superintendent of Support Services
 Matt Antignolo, Director of Child Nutrition

Recommended for approval:



Dr. Thomas Randle
Superintendent

RFP 01-2019RL CATERING AND BANQUET SERVICES

Part I – For administrative events & function use

- 1 Alonti Catering
- 2 Another Time Soda Fountain
- 3 Ben's Chuck Wagon
- 4 Bob's Taco Station
- 5 Chick-fil-a (Katy Mills)
- 6 Chick-fil-a (Bella Terra)
- 7 Chick-fil-a (Greatwood/Rosenberg)
- 8 Clancy's Public House
- 9 Copious Deli
- 10 Double Dave's Pizza
- 11 Firehouse Subs (Katy)
- 12 Firehouse Subs (Richmond)
- 13 Fort Bend Donuts
- 14 Gringo's Richmond
- 15 IL Primo Pizza
- 16 Italian Maid Café
- 17 Jay's Café
- 18 Karlito's Grill Taqueria
- 19 Kona Ice
- 20 La Cocina
- 21 La Escondida Mexican Restaurant
- 22 Mama Fu's
- 23 McAllister Deli
- 24 Old Main Street Bakery
- 25 Panera Bread
- 26 Papa John's
- 27 Pepperoni's Pizza
- 28 Raising Cane's
- 29 Russo's Pizzeria
- 30 Safari Texas
- 31 Schulze's BBQ
- 32 Skeeter's
- 33 Southern Ice Cream
- 34 Spring Creek BBQ
- 35 The Burger Barn
- 36 The Lost Cajun Richmond
- 37 The Swinging Door

- 38 Vincek's Smokehouse, Inc.
- 39 Witt Pit

Part II – For LCISD cafeteria use

1. Chick-fil-a (Greatwood & Rosenberg)
2. Chick-fil-a (Bella Terra)
3. Kona Ice

**CONSIDER APPROVAL OF MEMORANDUM OF UNDERSTANDING
WITH BAYLOR UNIVERSITY SCHOOL OF EDUCATION**

RECOMMENDATION:

That the Board of Trustees approve the Memorandum of Understanding with Baylor University School of Education and authorize the superintendent to execute the Agreement.

IMPACT/RATIONALE:

The agreement between Baylor University and Lamar CISD will establish a quality cooperative effort for providing Baylor Doctor of Education in K-12 Educational Leadership candidates from the School of Education a Clinical Experience in Educational Leadership.

PROGRAM DESCRIPTION:

Candidates' Clinical Experience in Educational Leadership includes an intensive, long-term school experience with a mentor who works with the mentee to: (a) sharpen their experience relative to program purpose and outcomes, and (b) to engage the student as a co-professional pursuing professional practice/challenges as a team. Candidates are immersed in the learning community and are provided the opportunities to develop and demonstrate competence in the instructional and school-based professional roles for which they are preparing. Mentoring and supervision are provided to candidates collaboratively by university and school faculty.

The four (4) core functions of the program are:

- Provide candidates with authentic field experiences,
- Frame K-12 problems of inquiry designed to inform improvement of educational practice,
- Provide opportunity to address complex problems of practice, and
- Employ theory with practice, informing and enriching the clinical experience.

All expenditures are reimbursed by Baylor University; therefore, there is no cost to the District for this program.

Submitted by: Dr. Thomas Randle, Superintendent of Schools
Jill Ludwig, CPA, RTSBA, Chief Financial Officer

Recommended for approval:

Thomas Randle

Dr. Thomas Randle
Superintendent

**MEMORANDUM OF UNDERSTANDING
LAMAR CONSOLIDATED I.S.D. AND BAYLOR UNIVERSITY SCHOOL OF
EDUCATION**

This agreement is between Lamar Consolidated Independent School District, herein referred to as **Mentor District** and Baylor University through the Baylor University School of Education.

I. Purpose of Interagency Agreement:

The purpose of this agreement is to establish the best quality cooperative effort of providing Baylor Doctor of Education (EdD) in K-12 Educational Leadership candidates from the School of Education a Clinical Experience in Educational Leadership, herein referred to as “CEEL”, in partnership with the Mentor District.

It is the intent of this agreement to:

1. Define the services to be provided by each Agency.
2. Ensure that each Agency assumes the responsibility to communicate with the other and share leadership responsibilities which should ensure that available resources are utilized in the most effective manner.
3. Ensure that these cooperative arrangements between **Mentor District** and Baylor University School of Education are developed, implemented, and reviewed prior to the end of this agreement.

II. Agency Responsibilities:

1. Responsibilities of the Baylor University School of Education:
 - a. Provide Baylor Doctor of Education (EdD) in K-12 Educational Leadership candidates from the School of Education, herein referred to as Mentees, to participate as Mentees at the designated **Mentor District**. Mentee is defined as a Baylor Doctor of Education (EdD) in K-12 Leadership candidate, currently enrolled in good standing.
 - b. Provide School of Education faculty to serve as university liaisons with the **Mentor District**.
2. Responsibilities of the **Mentor District**:
 - a. Provide employee(s) to serve as CEEL Mentor(s) in a long-term and coordinated mentorship relationship with Mentee(s).
 - b. Prohibit the disclosure of personally identifiable information, as defined by the Family Education Rights and Privacy Act (FERPA), of Mentee without the prior consent of the Mentee, and to limit **Mentor District’s** use of such information only for the purpose for which it obtained such information from Baylor University or the Mentee.

3. Exhibit A, attached hereto, defines and more fully describes the roles and responsibilities of the School of Education liaisons, CEEL Mentor, and Mentee. The terms “partnership” and “partner” are not used herein in the legal sense; but rather, the terms mean affiliation and affiliate, respectively.
4. Exhibit B, attached hereto, describes in greater detail the purpose, mission and functions of the CEEL partnership between **Mentor District** and Baylor University.
5. **Mentor District** and Baylor University School of Education will jointly monitor the progress of each Mentee. Baylor may gather general data pertaining to student performance in connection with the CEEL project and may perform research related to that data, but the data will exclude individual students’ names, personal information, and any other information that could identify the students.
6. Exhibit C, attached hereto, describes the compensation to the **Mentor District** for participation in the CEEL project that will be provided by Baylor University. This is to be paid by Baylor School of Education on an annual basis. **Mentor District** will provide a detailed report to Baylor documenting the field experiences, CEEL activities and contact hours with the designated Mentee.
7. If **Mentor District** is unable to provide the appropriate CEEL experiences for the designated Mentee(s), Baylor University may reduce the total fee paid to **Mentor District** commensurately. If additional Mentees are designated at **Mentor District**, Baylor University will increase the total contributions as outlined in Exhibit C.

III. Agency Information

1. Mentor District

Contact Person:
Dr. Thomas Randle
3911 Avenue I
Rosenberg, TX 77471-3960

Person Responsible for Implementing Agreement:
Dr. Thomas Randle

2. Baylor University School of Education

Contact Person:
Dr. John E. Wilson
Baylor School of Education
One Bear Place, # 97304
Waco, Texas 76798
254-710-4475

Person Responsible for Implementing Agreement:


Interim Dean Terrill Saxon
Baylor School of Education
One Bear Place, # 97304
Waco, Texas 76798
254-710-3111

IV. Effective Date and Term:

This agreement will be effective on June 1, 2018 through May 31, 2019. This agreement will be automatically renewed for the term of June 1, 2019, through May 31, 2020, unless either party gives written notice of its intent not to renew, which notice must be given on or before May 1, 2019. In addition, either party can withdraw from this Agreement upon thirty (30) days written notice to the other party, but enrolled students can complete their current term. The schedule through May 31, 2020 is set out in Exhibit C.

The **Mentor District** and Baylor University agree to enter into the Clinical Experience in Educational Leadership (CEEL) initiative as outlined above.

Baylor University

<small>DocuSigned by:</small>  <small>00D9503F308C459...</small> <hr/> Gary C. Mortenson	11/26/2018 <hr/> Date	<u>Acting Vice Provost of Administration</u> Title
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Lamar Consolidated Independent School District


<small>DocuSigned by:</small>  <small>43CAE3CF1A4C4C4...</small> <hr/> Thomas Randle	11/26/2018 <hr/> Date	<u>Superintendent</u> Title
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Exhibit A

Baylor and Mentor District Clinical Experience in Educational Leadership (CEEL) Program Roles/Responsibilities

Definition of Terms:

I. Glossary

[Adapted from the *National Council for the Accreditation of Teacher Education (NCATE) Standards for Professional Development Schools*]

Assessments. Techniques to analyze candidate and student accomplishments against specific goals and criteria. Includes paper-pencil tests, exhibits, interviews, surveys, and observations. Good assessment requires a balance of techniques because each technique is limited and prone to error.

Candidates. Individuals admitted to, or enrolled in, programs for the initial or advanced preparation of teachers and other professional educators.

CEEL Program. A special relationship between a professional education unit in a college or university and a P–12 Mentor District, whose purpose is to support the preparation of Baylor Doctor of Education (EdD) in K-12 Educational Leadership candidates from the School of Education in professional development, inquiry directed at the improvement of professional practice, and improved student learning in the context of a CEEL program.

CEEL Program Institutions. Those institutions that are party to the CEEL MOU (i.e., professional education unit, university, school(s), school district, teacher union or professional education association).

CEEL Participants. Includes Mentor District partners, candidates currently enrolled as students in good standing in the Baylor Doctor of Education (EdD) in K-12 Educational Leadership program of the School of Education, and other members of the CEEL partnership extended community (arts and sciences faculty, parents and families, members of the community).

CEEL Staff. Mentor District and university faculty and other professional personnel with principal responsibility for carrying out the work of the CEEL Partnership. Mentors are licensed (certified) in the fields they teach or supervise.

CEEL Work. Professional work undertaken by CEEL Mentor Districts and candidates that simultaneously focuses on meeting students' needs and supporting the learning of faculty and candidates. Such work is characterized by collaboration, inquiry, accountability, and learning in the context of practice.

Clinical Experience in Educational Leadership. Candidates' intensive, long-term school experience with a Mentor who (a) works with the Mentee to sharpen the student's experience relative to program purpose and outcomes and (b) engages the student as a co-professional

pursuing professional practice/challenges as a team. Candidates are immersed in the learning community and are provided opportunities to develop and demonstrate competence in the instructional and school-based professional roles for which they are preparing. Mentoring and supervision are provided to candidates collaboratively by university and school faculty.

Dispositions. The values, commitments, and professional ethics that influence practices and behaviors toward students, families, colleagues, and communities and affect student learning, motivation, and development as well as the educator's own professional growth. Dispositions are guided by knowledge bases and beliefs and attitudes related to values such as caring, fairness, honesty, responsibility, and social justice. For example, they might include a belief that all students can learn, a vision of high and challenging standards, or a commitment to a safe and supportive learning environment.

Diversity. Differences among groups of people and individuals based on race, ethnicity, socioeconomic status, gender, language, exceptionalities, religion, sexual orientation, and geographic region in which they live.

Equity. CEEL partnerships are committed to developing the professional skills, knowledge, and dispositions associated with providing equitable opportunities to learn for all students including those in underserved, economically disadvantaged schools.

Field Experiences. A variety of early and on-going field-based opportunities in which candidates may observe, assist, tutor, instruct, and/or conduct research. Field experiences occur in off-campus settings such as schools, community centers, museums, or homeless shelters, as well as in **Mentor Districts**.

Inquiry. In a CEEL program, partners engage collaboratively in examining and assessing their practices and the outcomes achieved. By studying phenomena directly related to the teaching/learning process, Mentor Districts and candidates monitor their own work in order to improve their performance. Participants raise specific questions, seek to answer them systematically, use their findings to inform practice, and relate their findings to others. CEEL inquiry supports change at the individual, the classroom, and the institutional level. CEEL Mentees gain experience in disciplined inquiry, informed theory, and the wisdom of practice that undergird practice in a Mentor District partnership.

Mentor District. A P–12 district, in partnership with a professional education unit with a mission to prepare new teachers and other educators, support professional development, support inquiry directed at the improvement of professional practice, and improve student learning.

NBPTS. The National Board for Professional Teacher Standards, an organization of teachers and other educators that has developed both standards and a system for assessing the performance of experienced teachers seeking national certification.

Other Professional Personnel. Educators who provide professional services other than teaching in schools and the university. They include, but are not limited to, principals, reading specialists

and supervisors, school library media specialists, school psychologists, school superintendents, and instructional technology specialists, deans, associate deans, and department chairs.

Standards. CEEL Mentors and Mentor Districts have a unique role in the preparation and development of professionals and school reform. Dedicated to the support of good teaching and learning, they serve as “standards bearing institutions” - committed to implementing professional standards for teachers, curriculum content standards, student learning standards, and school and university standards.

II. Clinical Experience in Educational Leadership (Personnel) Definitions

Clinical Faculty

Mentor. The Mentor is a demonstrated and outstanding educational leader currently practicing in a relevant area of practice. Mentors are selected from among recognized, experienced educational leaders, are demonstrated scholar-leaders, and have input in defining program clinical experiences. Responsibilities include providing authentic field experiences that require specific progressive activities designed to engage the Mentee as a co-professional, pursue professional practice/challenges as a team, and guide the Mentee in addressing complex problems of practice. A report of progress toward identified goals, including a summary of mentoring activities will be submitted by the mentee, signed by the mentor, to the University Liaison at the end of each semester. A CEEL Mentor collaborates with the University Liaison to improve the Mentee’s learning outcomes. The Mentor will serve for eight semesters, the duration of the CEEL program, including a supportive role while the Mentee pursues a Dissertation in Practice, as set out in Exhibit C. The eight cumulative reports will document a minimum of 160 clock-hours of mentee CEEL experiences.

University Faculty

University Liaison. The University Liaison is the university-based representative who has primary responsibility for facilitating communication between the university and the Mentee District. The University Liaison works with the Mentee District to facilitate Mentee assignment. Responsibilities include observing and/or conferencing with Mentees and designated Mentors three times, with no less than 135 minutes of on-site observation and/or conferencing over the duration of the CEEL program.

Exhibit B

Baylor/Mentor District CEEL Program

Mission Statement

The Mission of the Baylor University and Mentor District CEEL Program is to enhance student learning through clinical experience, observation, and discussion of K-12 leadership in all system divisions and at all levels of operations.

The Core Functions of a CEEL Program

1. Provide Baylor Doctor of Education (EdD) in K-12 Educational Leadership candidates from the School of Education authentic field experiences
2. Frame K-12 problems of inquiry designed to inform improvement of educational practice
3. Provide opportunity to address complex problems of practice
4. Employ theory with practice, informing and enriching the clinical experience

Exhibit C

Baylor/Mentor District CEEL Program

Billing Statement

Baylor University shall pay the Mentor District referenced in this agreement the calculated amount, detailed below, for supervising and mentoring selected students for the Terms designated here. The Mentor District will bill Baylor University on at least an annual basis for the Terms that comprise that annual timeframe. Payment by Baylor University to the Mentor District will be due only for the Terms during which the student is actively mentored/employed by the Mentor District. Payment shall be processed by Mentor District to the appropriate Mentor through the Mentor District's employment payroll. Should a student end his/her mentorship/employment prior to the end of the Terms included below, no further payment shall be due from Baylor University to the Mentor District beyond the terms worked by the Mentee. Should a Mentee end his/her work with the Mentor District during a term, payment for that term will be pro-rated by rounding to the nearest half-month of termination.

Term	Number of Credit Hours	Calendar Year	Number of Interns Supervised	Amount Paid per Intern	Total by Term
Summer I	1	2018	1	\$1000.00	\$1,000.00
Summer II	1	2018	1	\$1000.00	\$1,000.00
Fall	2	2018	1	\$2000.00	\$2,000.00
Spring	2	2019	1	\$2000.00	\$2,000.00
Summer I	1	2019	1	\$1000.00	\$1,000.00
Summer II	1	2019	1	\$1000.00	\$1,000.00
Fall	1	2019	1	\$1000.00	\$1,000.00
Spring	1	2020	1	\$1000.00	\$1,000.00
				Total Due to Mentor District	\$10,000.00

CONSIDER APPROVAL OF ATTENDANCE BOUNDARY COMMITTEE

RECOMMENDATION:

That the Board of Trustees approve the membership of the Attendance Boundary Committee (ABC) for 2018-2019 as presented with the proposed timeline using the LCISD Zoning Process and charge the ABC with setting the boundaries for Culver Elementary for the 2019-2020 school year.

IMPACT/RATIONALE:

Membership of the ABC will consist of two representatives from Bowie Elementary, Meyer Elementary, Thomas Elementary and Navarro Middle School. The ABC will consist of three representatives from George Junior High and Terry High—as specified in the LCISD Zoning Process, approved by the Board in September 2004. The LCISD Zoning Process states that only representatives from campuses affected by rezoning and their feeder schools will be involved in making the rezoning recommendations to the Board. Current Board members cannot serve on the ABC.

Attached you will find the LCISD Zoning Process and a tentative timeline for the 2018-2019 ABC. Using this timeline, zoning decisions for Culver Elementary would be finalized by February or March.

Submitted by: Mike Rockwood, Chief of Staff
Lindsey Sanders, Director of Community Relations

Recommended for Approval:



Dr. Thomas Randle
Superintendent

2018 - 2019 Culver Elementary Attendance Boundary Committee

CAMPUS	FIRST	LAST	HOME ADDRESS	CITY	PHONE NUMBER	EMAIL
<u>ELEMENTARY</u>						
Bowie Elementary	Christina	LaChapelle	926 Seabourne Meadows Drive	Rosenberg	832-344-8690	clachap@outlook.com
Bowie Elementary	Gloria	Lara	1207 Allen Street	Rosenberg	346-857-7626	glara0115@gmail.com
Meyer Elementary	Kathaleena	Dees	2134 Red Cedar Trail	Rosenberg	832-418-0819	armygurl692@yahoo.com
Meyer Elementary	Breanna	John	2711 Englewood Street	Rosenberg	281-793-3104	bredh79@gmail.com
Thomas Elementary	Ariana	Salazar	4914 Flagstone Pine Lane	Richmond	832-757-2213	rariana38@gmail.com
Thomas Elementary	Ashley	White	6206 Pleak Road	Richmond	281-684-0804	jcmocr08@gmail.com
<u>MIDDLE</u>						
Navarro Middle	Amanda	Perez	1002 Armadillo Road	Rosenberg	832-814-4567	perez.amanda986@gmail.com
Navarro Middle	Jessenia	Perez	1812 Old Creek Drive	Rosenberg	832-896-1186	jeperez@lcisd.org
<u>JUNIOR HIGH</u>						
George Junior High	Olivia	Holmes	1126 Desert Willow Lane	Rosenberg	832-847-8681	olivialholmes15@yahoo.com
George Junior High	Sharndra	Shinette	1106 Desert Palms Lane	Rosenberg	979-618-3446	sharndrajohnson@yahoo.com
George Junior High	Desiree	Zepeda	1632 Brumbelow Street	Rosenberg	713-306-2280	dddj1632@yahoo.com
<u>HIGH</u>						
Terry High	Latischia	McDonald	5926 Metaphor Way	Richmond	281-714-6350	latischia@moo-inc.com
Terry High	Andrea	Thompson	6811 Garnet Trail Lane	Richmond	713-679-4165	dreabladyredd@aol.com
Terry High	Tara	Ward	6514 Snowbell Court	Richmond	832-646-0126	tward83080@att.net

2018 - 2019 Attendance Boundary Committee Zoning Timeline for Culver Elementary

October 18	Information item with timeline to Board
November 12	Request for Attendance Boundary Committee (ABC) applications
December 7	Deadline for principals to submit ABC representatives
December 12	ABC review for Culver Elementary at Facilities Planning Team meeting
December 18	Board Zoning Committee meeting
December 20	Board approval of ABC and charge to ABC
January 7	First ABC meeting – zoning considerations for fall 2019 – 6:30 p.m. Board Room
January 14	Second ABC meeting – zoning considerations for fall 2019 – 6:30 p.m. Board Room
January 22	Third ABC meeting (if necessary) – zoning considerations for fall 2019 – 6:30 p.m. Board Room
January 31	Public input at community meeting – 6:30 p.m. Terry High School
February 4	ABC meeting – zoning recommendation to the Board finalized for fall 2019 – 6:30 p.m. Brazos Crossing 112C
February 19	ABC recommendation to the Board Zoning Committee
February 21	ABC recommendation to the Board – 7 p.m. Board Room
February 25	Information sent out to parents of students rezoned (if approved by Board)
March 21	ABC recommendation to the Board/additional public input/Board discussion if not approved at the February meeting – 7 p.m. Board Room

THE LCISD ZONING PROCESS

FACT: Lamar CISD is among the fastest growing school districts in the state. A large number of residential developments are under construction or in the planning stages throughout the LCISD community. The district must continue providing all students with a quality education.

BACKGROUND: In a growing school system, it is inevitable that the district's attendance zones will be changed periodically. As new schools open and population shifts occur, attendance zones will be adjusted. Each campus in the district is unique and offers many enrichment opportunities for students. Our goal is to ensure that all campuses, regardless of location, provide quality programs.

REQUESTING AN INTRA-DISTRICT TRANSFER: Assignments of any neighborhoods or areas of the district to a particular campus are subject to re-evaluation each year. Although students are expected to attend the school located in the attendance zone in which they reside, certain conditions may exist as outlined in district policies and procedures in which parents/guardians may request their child's transfer to another LCISD campus. In such instances, the parents/guardians may complete an intra-district transfer application available from any campus.

The application must be submitted to the principal at the requested campus. Due to overcrowded conditions at some campuses, the district may declare a campus closed to new transfers.

ZONING OBJECTIVES/CRITERIA: The district's Framework for Facilities Planning established a need for objectives and criteria to be used to guide zoning decisions. The following 12 objectives should be used when developing new attendance zones. All of the 12 objectives should be given equal weight when making boundary decisions.

1. To draw attendance zones in a way that supports an efficient/effective use of school facilities.
2. To reduce overcrowding of campuses.
3. To plan for future growth.
4. To keep neighborhoods and feeder schools tracking together, as much as possible.
5. To minimize rezoning neighborhoods which have been affected in previous rezonings.
6. To draw secondary zones which reflect the diversity of the district, as much as possible.
7. To consider elementary students' proximity to a campus, being mindful of traffic patterns that allow for the safest routes available.
8. To involve the community in defining the objectives/criteria for rezoning.
9. To develop a fair and objective rezoning process.
10. To always keep in mind doing what is in the best interest of students.
11. To communicate zoning information effectively to all students and families that may be impacted.
12. To consider fiscal impact of changes.

ATTENDANCE BOUNDARY COMMITTEE MAKE-UP: Membership of the ABC will consist of two representatives from each elementary and middle school campus and three representatives from each junior high and high school campus. The campus administrator will select campus representatives with the entire committee approved by the Board. Appropriate central administrators will serve as resources as needed. District information and the Board’s charge for rezoning considerations will be presented to the entire committee. Only representatives from campuses affected by rezoning and their feeder schools will be involved in making the rezoning recommendations to be presented to the Board. Current Board members cannot serve on the Attendance Boundary Committee.

LCISD ZONING PROCESS

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Conduct Board/Cabinet workshop(s) to review and discuss ABC charge and approve committee membership.	Convene the Attendance Boundary Committee (ABC) to review data & create zoning recommendations based on options presented by the administration as charged by the Board.	Conduct community forum(s) for parents in the areas subject to change to review plans and provide feedback.	Conduct additional ABC meetings as needed to review and discuss ABC proposed plan(s), and any changes presented based on parent input.	Conduct additional community forum(s) if needed to present final recommendation and allow for public comments.	Submit final recommendation to the Board Zoning Committee for input.	Submit final recommendation for Board approval.

Step 1: The administrative team will present all options to be considered for rezoning for review, discussion and input at a Board workshop (open to the public). Any modifications suggested at the workshop will be made before presenting the options to the ABC. Information for the Board may also be presented in written format to be discussed at a regular meeting of the Board. The Board will charge the administration with rezoning priorities to be considered by the ABC and approve the ABC membership roster for that year.

Step 2: Involve parents and community members in the process through the district Attendance Boundary Committee (ABC). The ABC will review the supporting data and options presented by the administration and work to propose possible zoning recommendations for Board consideration and approval.

Step 3: The plan(s) will be shown at a Community Forum(s) for parent input.

Step 4: Based on parent input from the Community Forum(s), the ABC will make any needed modifications to its recommendations. Modified ABC recommendations can be presented orally or in a written format to the Board.

Step 5: Additional Community Forum if needed to allow for parent comments on any ABC changes to the original recommendation.

Step 6: ABC will submit final recommendation to the Board Zoning Committee for input.

Step 7: Zoning plan(s) submitted for Board approval.

ADDITIONAL INFORMATION: If you would like additional information about zoning in Lamar CISD, please contact Community Relations at 832-223-0330.

**CONSIDER APPROVAL OF RESOLUTION PROCLAIMING
LAW ENFORCEMENT APPRECIATION DAY**

RECOMMENDATION:

That the Board of Trustees approve the attached resolution proclaiming January 9, 2019 as Law Enforcement Appreciation Day in the Lamar Consolidated Independent School District.

IMPACT/RATIONALE:

Law Enforcement Appreciation Day will be celebrated nationally on January 9, 2019. It is appropriate that Lamar CISD recognize the contributions of local law enforcement and thank them for their service to our schools and the community.

PROGRAM DESCRIPTION:

District staff and students will express their appreciation to our local law enforcement agencies for their dedication and commitment to Lamar CISD and the community.

Submitted by: Mike Rockwood, Chief of Staff
Lindsey Sanders, Director of Community Relations

Recommended for Approval:



Dr. Thomas Randle
Superintendent

Resolution

Whereas, National Law Enforcement Appreciation Day is celebrated throughout the United States on January 9, 2019; and

Whereas, 780,000 law enforcement officers across the country put on a badge not knowing what dangers they may face in the line of duty; and

Whereas, Lamar CISD is the proud home of many dedicated law enforcement officers who put their lives on the line to keep our community safe; and

Whereas, law enforcement officers play an integral part in our society and are guardians of our way of life; and

Whereas, we appreciate the extraordinary efforts and sacrifices made by officers and their family members on a daily basis in order to protect our schools, workplaces, roadways and homes;

Therefore, be it resolved that the Trustees of the Lamar Consolidated Independent School District declare January 9, 2019 as **Law Enforcement Appreciation Day** in the Lamar Consolidated Independent School District.

Adopted this 20th day of December 2018 by the Board of Trustees.

James Steenbergen, President

Kathryn Kaminski, Secretary

**CONSIDER APPROVAL OF GEOTECHNICAL STUDY
FOR TAMARRON ELEMENTARY SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve Terracon for the geotechnical study for Tamarron Elementary School in the amount of \$10,300 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

Geotechnical engineering services are a professional service that the District must contract directly. These funds were allocated within the 2014 Bond Budget.

PROGRAM DESCRIPTION:

Geotechnical engineering services will generate reports that provide design criteria the architect needs to complete the construction specifications. These reports are crucial in the design and construction of Tamarron Elementary School.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent



November 16, 2018

Lamar Consolidated Independent School District
3911 Avenue I
Rosenberg, Texas 77471

Attn: Mr. Kevin McKeever
Executive Director of Facilities & Planning

Re: Proposal for Geotechnical Engineering Services
LCISD Tamarron Elementary School
Tamarron Parkway and Tamarron Trace
Katy, Texas
Terracon Proposal No. P92185595

Dear Mr. McKeever:

We appreciate the opportunity to submit this proposal to Lamar Consolidated Independent School District to provide Geotechnical Engineering services for the above referenced project. The following are exhibits to the attached Agreement for Services.

Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule

Our base fee to perform the scope of services described in this proposal is **\$10,300**. See Exhibit C for more details of our fees and consideration of additional services.

Your authorization for Terracon to proceed in accordance with this proposal can be issued by signing and returning a copy of the attached Agreement for Services to our office. If you have any questions, please do not hesitate to contact us.

Sincerely,

Terracon Consultants, Inc.
(Texas Registration No. F-3272)

Kierstyn M. Burrell, P.E.
Project Engineer

Andrew J. Muras, P.E.
Project Engineer

Brian C. Ridley, P.E.
Senior Project Manager

Terracon Consultants, Inc. 11555 Clay Road, Suite 100 Houston, Texas 77043
P (713)-690-8989 F (713)-690-8787 terracon.com

AGREEMENT FOR SERVICES

This **AGREEMENT** is between Lamar Consolidated Independent School District ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the LCISD Tamarron Elementary School project ("Project"), as described in Consultant's Proposal dated 11/16/2018 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. When Consultant subcontracts to other individuals or companies, then consultant will collect from Client on the Subcontractors' behalf. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
- 6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**

- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occ / \$2,000,000 agg); (iii) automobile liability insurance (\$1,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
- 10. CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
- 11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Kansas law.
- 12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
- 13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site.

Consultant: **Terracon Consultants, Inc.**
 By: *Kierstyn M. Burrell* Date: **11/16/2018**
 Name/Title: **Kierstyn M. Burrell, P.E. / Project Engineer**
 Address: **11555 Clay Rd, Ste 100**
Houston, TX 77043-1239
 Phone: **(713) 690-8989** Fax: **(713) 690-8787**
 Email: **Kierstyn.Burrell@terracon.com**

Client: **Lamar Consolidated Independent School District**
 By: _____ Date: _____
 Name/Title: **James Steenbergen / Board President**
 Address: **3911 Avenue I**
Rosenberg, TX 77471
 Phone: **832-223-0000** Fax: _____
 Email: _____

EXHIBIT A - PROJECT UNDERSTANDING

Our scope of work is based on our understanding of the project as described to us by Vanir Rice & Gardner and the expected subsurface conditions as described below. We have not visited the project site to confirm the information provided. Aspects of the project that are undefined or assumed are highlighted as shown below. We request the design team provide input to verify this information prior to our initiation of field exploration activities.

Site Location

Item	Description
Site location	The project is located near the southwest corner of the intersection of Tamarron Parkway and Tamarron Trace in Katy, Texas.
Existing improvements	The site appears to be vacant at the time of this proposal.
Current ground cover	Grass, weeds, and exposed subgrade.
Site access	We expect the site and exploration locations are accessible with our all-terrain vehicle (ATV) mounted drilling equipment during normal business hours.

Planned Construction

Item	Description
Proposed structures	<ul style="list-style-type: none"> ■ A single-story building with a footprint area of about 120,000 square feet. ■ Adjacent pavement areas.
Building construction	Steel-frame construction with either a structurally suspended and supported floor slab system or a grade-supported floor slab.
Finished floor elevation	Within approximately one to two feet above existing grade.
Maximum loads	<ul style="list-style-type: none"> ■ Columns loads: 100 to 150 kips. ■ Floor slab pressure: 125 pounds per square foot (psf).
Planned foundation system	Drilled-and-underreamed footings.
Anticipated traffic	We anticipate the traffic will consist primarily of passenger vehicles in the parking areas and passenger vehicles combined with garbage trucks, large multi-axle delivery trucks, and buses from time-to-time in driveway areas.

EXHIBIT B - SCOPE OF SERVICES

Our proposed scope of services consists of field exploration, laboratory testing, and engineering/project delivery. These services are described in the following sections.

Field Exploration

As requested, the field exploration program consists of the following:

Number of Borings	Planned Boring Depth (feet) ¹	Planned Location
11	25 feet	New building area
4	5 feet	Pavement/driveway areas

1. Below existing grade.

Boring Layout and Elevations: We use handheld GPS equipment to locate borings with an estimated horizontal accuracy of +/-25 feet. Field measurements from existing site features are also utilized. If available, approximate elevations are obtained by interpolation from a site specific, surveyed topographic map.

Subsurface Exploration Procedures: We advance soil borings with all-terrain vehicle (ATV) mounted drilling equipment using solid stem continuous flight augers. Six samples are obtained in the upper 12 feet of each boring and at intervals of 5 feet thereafter. Soil samples are generally recovered using open-tube samplers. Hand penetrometer tests are performed on samples of cohesive soils to serve as a general measure of consistency. Granular soils and soils for which good quality open-tube samples could not be recovered are generally sampled by means of the Standard Penetration Test (SPT).

The samples are placed in appropriate containers, taken to our soil laboratory for testing, and classified by a geotechnical engineer. In addition, we observe and record groundwater levels during drilling.

Our exploration team prepares field boring logs as part of standard drilling operations. Field boring logs also include sampling depths, penetration distances, and other relevant sampling information. Field logs include visual classifications of materials observed during drilling and our interpretation of subsurface conditions between samples. Final boring logs, prepared from field logs, represent the geotechnical engineer's interpretation and include modifications based on observations and laboratory tests.

Property Disturbance: We backfill borings with auger cuttings. Our services do not include repair of the site beyond backfilling our borings. Excess auger cuttings are dispersed in the general

vicinity of the boring. Because backfill material often settles below the surface after a period, we recommend borings be checked periodically and backfilled, if necessary. We can provide this service or grout the holes for additional fees, at your request.

Laboratory Testing

The project engineer reviews field data and assigns various laboratory tests to better understand the engineering properties of various soil strata. Procedural standards noted below are for reference to methodology in general. In some cases, variations to methods are applied as a result of local practices and professional judgement. Standards noted below include reference to other related standards. Such references are not necessarily applicable to describe the specific test performed.

- ASTM D2216 Standard Test Methods for Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass
- ASTM D7263 Standard Test Methods for Laboratory Determination of Density (Unit Weight) of Soil Specimens
- ASTM D4318 Standard Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils
- ASTM D1140 Standard Test Methods for Amount of Materials in Soils Finer than the No. 200 Sieve
- ASTM D2166/D2166M Standard Test Method for Unconfined Compressive Strength of Cohesive Soil

Our laboratory testing program often includes examination of soil samples by an engineer. Based on the results of our field and laboratory programs, we describe and classify soil samples in accordance with the Unified Soil Classification System (USCS).

Safety

Terracon is currently not aware of any environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our scope of services does not include any level of environmental site assessment services, but identification of unusual or unnatural materials encountered while drilling will be noted on our logs and discussed in our report.

Exploration efforts require borings into the subsurface, therefore Terracon complies with local regulations to request a utility location service through Texas 811. We consult with the owner/client regarding potential utilities, or other unmarked underground hazards. Based upon the results of this consultation, we consider the need for alternative subsurface exploration methods, as the safety of our field crew is a priority.

All private utilities should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities that are not made aware to us. If the owner/client is not able to accurately locate private utilities, Terracon can assist the owner/client by coordinating or subcontracting with a private utility locating services. Fees associated with these additional services are not included in our current scope of services. The detection of underground utilities is dependent upon the composition and construction of the utility line; some utilities are comprised of non-electrically conductive materials and may not be readily detected. The use of a private utility locate service would not relieve the owner of their responsibilities in identifying private underground utilities.

Site Access: Terracon must be granted access to the site by the property owner. By acceptance of this proposal, without information to the contrary, we consider this as authorization to access the property for conducting field exploration in accordance with the scope of services.

Engineering and Project Delivery

Results of our field and laboratory programs are evaluated by a professional engineer licensed in the State of Texas. The engineer develops a geotechnical site characterization, performs the engineering calculations necessary to evaluate foundation alternatives, and develops appropriate geotechnical engineering design criteria for earth-related phases of the project.

Your project will be delivered using our *GeoReport* system. Upon initiation we will provide you and your design team the necessary link and password to access the website (if you don't already have one). Each project includes a calendar to track the schedule, an interactive site map, a listing of team members, access to all project documents as they are uploaded to the site, and a collaboration portal. A typical delivery process includes three basic stages:

- Project Planning – Proposal information, schedule and anticipated exploration plan will be posted for review and verification
- Site Characterization – Findings of the site exploration
- Geotechnical Engineering – Recommendations and geotechnical engineering report

When utilized, a collaboration portal documents communication, eliminating the need for long email threads. This collaborative effort allows prompt evaluation and discussion of options related to the design and associated benefits and risks of each option. With the ability to inform all parties as the work progresses, decisions and consensus can be reached faster. In some cases, only minimal uploads and collaboration will be required, because options for design and construction are limited or unnecessary. This is typically the case for uncomplicated projects with no anomalies found at the site.

When services are complete, we will upload a printable version of our complete final geotechnical engineering report. This includes the professional engineer's seal and signature, which

documents our services. All previous submittals, collaboration, and final report will be maintained in our system indefinitely. This allows future reference and integration into subsequent aspects of our services, as the project goes through final design and construction.

The Geotechnical Engineering report provides recommendations for the following:

- Site and subgrade preparation;
- Foundation design and construction; and
- Pavement design guidelines.

EXHIBIT C - COMPENSATION AND PROJECT SCHEDULE

Compensation

Based upon our understanding of the site, the project as summarized in **Exhibit A** and our planned scope of services outlined in **Exhibit B**, our base fee is shown in the following table:

Task	Lump Sum Fee
Subsurface Exploration, Laboratory Testing, Geotechnical Consulting & Reporting	\$10,300

Our scope of services does not include services associated with clearing of pathways, surveying of boring locations, special equipment for wet ground conditions, or repair of damage to existing landscape. If such services are desired by the owner/client, we should be notified so we can adjust our scope of services.

Additional consultation (such as attendance on a project conference call, engineering analysis, review of project documents, etc.) requested will be performed on a time-and-materials basis. A Project Engineer billing rate of \$130 per hour will apply. The fee to provide additional consultation services will be in excess of the above provided fee to complete the geotechnical services and will not be incurred without prior approval of the client.

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require scope of work revisions and/or result in higher fees, we will contact you for approval, prior to initiating these services. A supplemental proposal stating the modified scope of services as well as its effect on our fee will be prepared. We will not proceed without your authorization, as evidenced by your signature on the Supplemental Agreement for Services form.

Project Schedule

We developed a schedule to complete the scope of services, based upon our existing availability and understanding of your project schedule. However, this does not account for any delays in field exploration beyond our control, such as weather conditions, permit delays, or lack of permission to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

GeoReport Stage	Posting Date from Notice to Proceed ^{1, 2}
Project Planning	5 working days
Site Characterization	15 working days
Geotechnical Engineering	20 working days

1. Upon receipt of your notice to proceed we will activate the schedule component of our **GeoReport** website with specific, anticipated working dates for the three delivery points noted above as well as other pertinent events such as field exploration crews on-site, etc.
2. We will maintain a current calendar of activities within our **GeoReport** website. In the event of a need to modify the schedule, the schedule will be updated to maintain a current awareness of our plans for delivery.

**CONSIDER APPROVAL OF RESOLUTION AND INTERLOCAL AGREEMENT
WITH THE SCHOOL PURCHASING ALLIANCE**

RECOMMENDATION:

That the Board of Trustees consider approval of a resolution and the related interlocal agreement with the School Purchasing Alliance for the 2019-2020 school year.

IMPACT/RATIONALE:

The School Purchasing Alliance is a food purchasing cooperative organization for Southeast Texas located in Houston, Texas. The fiscal agent for the organization is New Caney ISD. This cooperative purchasing arrangement is offering its services for the bidding of grocery, milk and bread to school districts within the Texas Department of Agriculture Region 4. The goal of the cooperative is to acquire substantial savings on specific, high quality, food service items for member districts through volume purchasing. Districts will benefit through cost savings, bid law compliance, and receiving items that meet state/federal Child Nutrition Program requirements.

Districts may participate in all six bids (grocery, produce, milk, commodity processing, bread, and ice cream), with a minimum participation of one bid. Membership in the School Purchasing Alliance is at no cost to Lamar CISD. An administrative fee (0.50% of total cooperative sales to participating districts) is paid by the contracted vendors and will cover all expenses associated with this agreement. The cooperative is governed by a steering committee of member districts.

PROGRAM DESCRIPTION:

Participation in this cooperative for the purchase of dairy products, bread, grocery, fresh produce, and ice cream items will eliminate the need to bid products locally, saving District personnel valuable time and energy writing bid specifications and evaluating the results of bids submitted. All bid products will be evaluated by cooperative staff according to price, quality, service, and student preference. The Lamar CISD Director of Child Nutrition will be active in meetings to help decide vendors and their acceptable products.

Submitted by: Matt Antignolo, Director of Child Nutrition
 Leslie Haack, Deputy Superintendent of Support Services
 Jill Ludwig, CPA, RTSBA, Chief Financial Officer

Recommended for approval:

Thomas Randle

Dr. Thomas Randle
Superintendent

A RESOLUTION BY THE BOARD OF TRUSTEES
AUTHORIZING AND APPROVING
AN INTERLOCAL COOPERATIVE PURCHASING AGREEMENT
BETWEEN THE NEW CANEY INDEPENDENT SCHOOL DISTRICT
AND OTHER PARTICIPATING DISTRICTS

On this day came on to be considered by the Board of Trustees of the _____ Independent School District (hereinafter referred to as a "Participating District") the matter of a proposed Interlocal Cooperative Purchasing program to be formed, developed and administered by the New Caney Independent School District and other participating districts; and

WHEREAS, the Participating District desires to participate and join with other local governments in an Interlocal Participation Agreement (Agreement) for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, programs, functions and services;

WHEREAS, the Board of Trustees is of the opinion that participation in the Cooperative's purchasing program will be highly beneficial to the taxpayers of the district through the efficiencies and potential savings to be realized; and

The Board of Trustees desire to approve the Interlocal Cooperative Purchasing Agreement to be entered into by and between the Participating District and other participating districts;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE PARTICIPATING DISTRICT, AS FOLLOWS:

1. The Board of Trustees hereby give specific written approval for the Participating District to participate in and join the cooperative purchasing program; and

2. That the Board of Trustees authorizes its Board President, Superintendent or other officer to execute the Interlocal Participation Agreement which includes the adoption and approval of the organizational Interlocal Cooperative Agreement.

3. That the execution of this Resolution shall evidence the election of the Participating District to become members of the Cooperative upon the terms and conditions stated in the Cooperative Agreement.

The Board of Trustees has, and at the time of adoption of this Resolution had, full power and lawful authority to adopt the foregoing Resolution and to confer the obligations, powers, and authority to the persons named, who are hereby granted the power to exercise the same.

EXECUTED this the _____ day of _____, _____.

ATTEST:

Secretary, Board of Trustees
Participating District

President, Board of Trustees
Participating District

THE STATE OF TEXAS
COUNTY OF MONTGOMERY

INTERLOCAL COOPERATIVE AGREEMENT FOR CHILD NUTRITION PRODUCTS AND SERVICES

This Interlocal Cooperative Agreement (“Agreement”) is made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the “Act”), by and between the NEW CANEY INDEPENDENT SCHOOL DISTRICT (“NCISD”), having its principal place of business at 21580 Loop 494, New Caney, TX 77357, and acting as the administrator of participating and cooperating local governments, and the undersigned participating local governments (“Participants” or “Participating Districts”, or “Cooperative Members”) of the State of Texas.

W I T N E S S E T H:

WHEREAS, the NCISD is an independent school district and political subdivision of the State of Texas, operating under the Texas Education Code;

WHEREAS, the NCISD and the Participating Districts seek to obtain substantial savings on specific Child Nutrition Products and Services through volume purchasing and other economies of scale, and seek to purchase the highest quality products for the best price and achieve maximum efficiencies, while complying with all Federal and State nutritional requirements;

WHEREAS, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing functions, to increase the efficiency and effectiveness of local governments, and to realize the various potential economies, including administrative cost savings, for Participants;

WHEREAS NCISD is acting as an authorized local purchasing cooperative organization (“Cooperative”) as set forth in Section 271.101 et seq., of the Texas Local Government Code, and NCISD’s Board of Trustees approved a resolution authorizing the formation of this cooperative purchasing agreement at its Board meeting held on November 12, 2018; and

WHEREAS, pursuant to the Act, NCISD is authorized to contract with eligible and Participating Districts to perform governmental functions and services, including the development of a standard approach for acquisition of goods and services, that each Participating District is authorized by law to perform;

WHEREAS, in reliance on such authority, NCISD has developed a program for cooperative purchasing under which is performs procurement with Participating Districts;

WHEREAS, Participants have represented that each is an eligible entity under the Act, that each governing Board has approved entering into this Agreement and has authorized the execution of this Agreement by the Participants’ authorized officer or agent; and

WHEREAS, Participants desire to participate in the NCISD's cooperative purchasing effort and the parties desire agrees upon the purpose, terms, right and duties of the contracting parties:

NOW THEREFORE, NCISD and the undersigned Participants do hereby agree as follows:

ARTICLE 1: Legal Authority

Each Participant represents to NCISD that (1) it meets the definition of "Local Government" or "State Agency" under the Act; (2) the functions and services to be performed under this Agreement will be limited to "administrative functions" as defined in the Act, which includes purchasing; (3) it possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body; (4) purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law; and (5) all requirements for a Board approval or for a third party to approve, record or authorize this Agreement have been met.

ARTICLE 2: Applicable Laws

NCISD and the Participants agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and laws in effect or promulgated during the term of this Agreement.

ARTICLE 3: Whole Agreement

This Agreement, including "Exhibit A", and any attachments, as provided herein, constitute the complete Agreement between the parties hereto, and supersede any and all oral or written agreements between the parties relating to matters herein.

ARTICLE 4: NCISD's Role and Responsibilities

NCISD agrees to:

Initiate and implement activities related to the bidding and vendor selection process in accordance with competitive bidding procedures for Texas public schools. During this process, NCISD will host Cooperative member user group meetings for development of food service purchasing and product sampling. The final bid selection will be made by the Product Selection Committee as defined in Article 7.

Provide financial information generated by this Cooperative no less than annually to all Participants and will include these records as part of its annual financial audit.

Perform such contractual services and responsibilities with reasonable care, skill, judgment, and in a professional and business-like manner.

Provide the personnel, office, telephones, desks, and all other property, facilities or equipment not provided by the vendor, but which may be necessary to perform the functions outlined herein.

Ensure vendor's compliance with all provisions related to the quality of the items in the Vendor Agreement and the terms for delivery of same.

ARTICLE 5: Participant's Role and Responsibilities

Participants agree as follows:

The Participants shall purchase Child Nutrition Products and Services in accordance with the Letter of Commitment referred to in Article 9.

The Participants will remit purchase orders or independent contracts directly to the vendor(s) awarded the bids.

The Participants agree to abide by all terms and conditions of this Agreement.

Participants agree to promptly submit payment for all billings from the Cooperative as set out in Article 6 below.

Participants agree that they will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to audit the relevant records of any Cooperative Member.

The Participants agree to appoint a program coordinator who shall have express authority to bind the Cooperative Member and the Cooperative will not be required to contact any other

individual regarding cooperative matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

The Participants warrant that all payments, fees and disbursements required of them hereunder shall be made from current revenues budgeted and available to the Cooperative Member.

The Participants authorize the cooperative to regulate the commencement, defense, intervention or participation in a judicial, administrative, or other governmental proceeding or in a mediation or other appearance of the Cooperative in any litigation, claim or dispute which arises from the services provided by the Cooperative on behalf of its members, collectively or individually. Neither this provision, nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement.

The Participants agree to the submission of disputes arising under this Agreement to the alternative dispute resolution procedures authorized by Chapter 2009 of the Texas Government Code.

ARTICLE 6: Billings

Billings will be generated from the Child Nutrition Products and Services purchased and based upon the Vendor Fee of 0.50% of total purchases of all Participating Districts to be paid by the contracted vendors to NCISD. This fee will be used to pay all administrative costs, legal fees and expenses associated with this Agreement. From the Vendor Fee, NCISD will receive an annual administrative fee of \$30,000 for activities performed to carry out the functions of this Agreement as stated in Article 4. This administrative fee will be reviewed annually by NCISD's Board of Trustees and may increase as the number of participating districts increase, solely at the discretion of the NCISD Board of Trustees. In the event that any changes are made to the amount of the administrative fee, such changes will be communicated to the Participants in writing no less than thirty (30) calendar days prior to the effective date of the new amount.

Participants agree that any additional expenses incurred beyond the amount of the Vendor Fee will be borne by all Participating Districts and will be split pro-rata based on the percentage of total purchases by each Participating District.

Participants agree that any remaining monies will accumulate in a fund balance until the amount reaches a level sufficient to cover all operating expenses for one fiscal year, at which time Participants agree that the excess funds will be refunded back to the Participating Districts with the amount split pro-rata based on the percentage of total purchases of each Participating District.

ARTICLE 7: Product Selection Committee

The Product Selection Committee will be comprised of one food service director, hereafter referred to as "committee member", from each Participating District including NCISD.

The Product Selection Committee will be responsible for selecting the bid items and each committee member will be given one vote per item selection. Products will be voted on based on taste, quality of ingredients, appearance of the product, and cost. All product committee members will be invited to attend tastings for products. Only those product committee members in attendance at the tastings will be eligible to vote for the products. The majority of votes cast for each item will determine the selection. In the case of a tie, the NCISD committee member will cast an additional vote to break the tie.

ARTICLE 8: Contracted Services

Participants agree that NCISD has the right to contract with an outside vendor ("Contractor") for bidding services including procurement management, product management and website management services ("Contractor Services"). The Contractor will provide Contractor Services in accordance to any and all applicable policies, regulations, state and/or federal laws governing the Participants of this Agreement. The contract fee ("Contractor Fee") paid to Contractor will be paid from the Vendor Fee referred to in Article 6 above. The amount of the Contractor Fee may be released to Participants upon written request to NCISD. In the event that NCISD decides to change Contractors, NCISD will notify Participants of the change in writing no less than thirty (30) calendar days from the start date of the new Contractor.

ARTICLE 9: Letter of Commitment ("Exhibit A") AND DEADLINE TO JOIN

Participants must complete the Letter of Commitment, hereafter referred to as "Exhibit A", and return it fully completed to NCISD on or before January 31, 2019 to participate in this cooperative purchasing arrangement for the 2018-2019 school year. Exhibit A is an integral part of this Agreement and this interlocal cooperative purchasing agreement is not complete or valid without it.

ARTICLE 10: Term

Notwithstanding anything to the contrary, this Agreement is contingent upon Board of Trustees of the Participating District's approved resolution authorizing Participants to enter into the Interlocal Agreement and NCISD receiving sufficient payments. In the event NCISD does not receive sufficient payments, NCISD may terminate this Agreement or reduce the scope of services provided under this Agreement without pecuniary risk or penalty, at its sole discretion.

Participants understand that the minimum commitment will be for a period of one year, and Participants cannot terminate this agreement within the first year. This agreement shall be renewable for successive one year periods by agreement of the parties.

Additional Participants may be added by NCISD, at its sole discretion, so long as such addition is prior to the commencement of contract services with the vendor for the immediate next school year.

Either party may terminate this agreement at the end of the first year or any subsequent one-year period by giving thirty (30) days written notice to the other party, provided all amounts owed to the Cooperative and any vendor have been fully paid. If the Cooperative Member

terminates its participation under this Agreement or breaches this Agreement, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will neither be entitled to any distribution or pro-rata refund as described in Article 6 above.

ARTICLE 11: Assignment

Neither this Agreement nor any duties or obligations entered in subsequent contracts because of this Agreement shall be assignable by either party without the prior written acknowledgment and authorization of both parties.

ARTICLE 12: Contract Amendment

This interlocal cooperation agreement may be modified only by written agreement signed by the authorized representatives of each party and by the written resolution approving the modification adopted by each party.

ARTICLE 13: Hold Harmless

Participants shall protect and hold harmless NCISD from any and all loss, claims, assessments, and suits in law or in equity, expenses, attorney's fees, and damages arising from Participants' actual or alleged violation in connection with this Agreement to the extent permitted by law.

ARTICLE 14: Jurisdiction and Venue

This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable, and mandatory and exclusive venue in any action arising out of this Agreement shall be in Montgomery County, Texas.

ARTICLE 15: Miscellaneous

In the event any party breaches any of the terms of this Agreement whereby the party not in default employs attorneys to protect or enforce its rights hereunder and prevails, then the defaulting party agrees to pay the other party reasonable attorneys' fees so incurred by such other party.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

It is expressly understood and agreed that, in the execution of this agreement, no party waives, nor shall be deemed hereby to have waived, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this agreement, the parties do not create any obligations, express or implied, other than those set forth herein, and this agreement shall not create any rights in parties not signatories hereto.

In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

ARTICLE 16: Disclaimer.

THE NCISD DOES NOT WARRANT THAT THE OPERATION OR USE OF THE COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE. THE NCISD HEREBY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

ARTICLE 17: Limitation of Liability

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that: (a) Neither party waives any immunity from suit or liability afforded under law; (b) in regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other party under any circumstance for special, incidental, consequential, or exemplary damages; (c) the maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Vendor Fee purchase activity, within twenty-four (24) months of when the lawsuit or action was filed; and (d) In the event of a lawsuit or formal adjudication, the prevailing party will be entitled to recover reasonable attorney's fees pursuant to Section 271.159 of the Texas Local Government Code.

ARTICLE 18: Limitation of Rights

Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.

ARTICLE 19: Notices

Any written notice to the Cooperative shall be made by first class mail, postage prepaid, return receipt requested, delivered to: NCISD: SCHOOL PURCHASING ALLIANCE, 21580 Loop 494, New Caney, TX 77357. Notices to Cooperative Members may be made by first class mail, postage prepaid, return receipt requested, and delivered to the Cooperative Member's Coordinator or Superintendent.

The parties hereby have executed this Agreement in multiple original counterparts on this the ____ day of _____, _____.

THE _____ INDEPENDENT SCHOOL DISTRICT

BY: _____
_____, Superintendent (Print)

PARTICIPATING MEMBER:

Name: _____

Address: _____

BY: _____
Signature and Title

TO BE COMPLETED BY COOPERATIVE MEMBER:

Coordinator for the Cooperative Member is:

Name: _____

Title: _____

Mailing Address: _____

Telephone: _____

Fax: _____

Email: _____

**CONSIDER APPROVAL OF TRAFFIC STUDY
FOR TAMARRON ELEMENTARY SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve Traffic Engineers, Inc. for the traffic study for Tamarron Elementary School in the amount of \$18,000 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

The traffic engineering study is a professional service that the District must contract directly. These funds were allocated within the 2014 Bond Budget.

PROGRAM DESCRIPTION:

The traffic engineering study will generate reports that provide traffic flow patterns the architect needs to complete the construction specifications. These reports are crucial in the design and construction of Tamarron Elementary School.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent

TRAFFIC ENGINEERS, INC.

INNOVATIVE TRANSPORTATION SOLUTIONS

801 Congress
Suite 325
Houston, TX 77002

Voice (713) 270-8145
Fax (281) 809-0807
www.trafficengineers.com

Texas Registration Number F-003158

November 20, 2018

Mr. Kevin McKeever
Executive Director Facilities and Planning
Lamar Consolidated ISD
3911 Ave I
Rosenberg, Texas 77471

Re: Proposal for Lamar CISD Tamarron Elementary School Traffic Study

Dear Mr. McKeever:

This letter serves as our proposal to prepare a Traffic Study for Lamar CISD (LCISD) Tamarron Elementary School located in Tamarron Master Planned Community in Fort Bend County, Texas. The scope reflects comments received from Fort Bend County Engineering Department on November 15th, 2018.

Scope of Services

Task 1 - Data Collection

Traffic Engineers, Inc. will conduct 14-hour Traffic Movement Counts (TMCs) at the intersection of Tamarron Parkway at the north-south Access Road (which is adjacent to School Site).

A site visit will be conducted to document existing conditions at the site. Traffic Engineers, Inc. (TEI) will collect parent pick-up information at existing elementary schools identified by LCISD. TEI will also contact the developer of Tamarron Master Planned Community and collect future development information.

The following information will be provided by Lamar CISD for Tamarron Elementary School:

- Opening year
- Number of students (including portable building capacity)
- Number of staff
- Number of buses
- Daycare van riders - Number of daycare vans
- On-site after school care availability, if so, how many students in program
- Attendance zone map
- Name of one or two existing elementary schools that generate approximately the same amount of parent traffic generated by future Tamarron Elementary School

Task 2 - Trip Generation and Distribution

Site-generated traffic volumes will be estimated for ultimate enrollment using information from LCISD and data collected by TEI at the identified existing elementary schools.

The ultimate enrollment projected traffic volumes will be distributed to the following intersections:

- Tamarron Parkway at Access Road
- Access Road at School Driveway(s)
- East-West Neighborhood Road (south of school site) at School Driveway(s)

Background traffic on Tamarron Parkway, Access Road and Neighborhood Road will be projected based upon information provided by the developers.

Task 3 - Traffic Impact Analysis

The school site plan will be evaluated with respect to on-site traffic circulation. The amount of on-site storage needed for the student drop-off/pick-up area, the bus loading/unloading area and staff parking lot will be analyzed for Ultimate Enrollment, which includes all potential portable buildings.

The traffic projections will include existing traffic, projected traffic growth based upon information provided by the developer, as well as traffic generated for the opening year of the elementary school assuming Ultimate Enrollment with portable buildings. The impact of the school generated traffic on the adjacent roadways will be analyzed ensure adequate off-site circulation and acceptable traffic operations at the intersections identified above in Task 2.

Off-site improvements such as left-turn lanes, turn lane storage length and “No Parking” zones will be recommended, where needed. Pedestrian improvements such as sidewalks, crosswalks, crossing guards and School Speed Zones will also be recommended.

Task 4 - Traffic Signal Warrant Analysis

A Traffic Signal Warrant Analysis will be conducted at the intersection of Tamarron Parkway at Access Road using projected traffic volume data for school opening year assuming Ultimate Enrollment. A timeframe for the need of a traffic signal will be analyzed if a traffic signal is warranted based on Ultimate Enrollment.

Task 5 - Coordination with Fort Bend County

Traffic Engineers, Inc. will coordinate with Fort Bend County regarding the recommended traffic operation improvements.

Task 6 - Study Findings

A report will be prepared documenting our findings and recommendations for on-site and off-site circulation.

Compensation

Based on our estimate of hours required to complete this project, compensation of \$18,000.00 is proposed on a lump sum basis.

Please contact me at (713) 992-4792, if you have any questions regarding this proposal.

Sincerely,

jiashichen, PE, PTOE

Shichen "Jessica" Jia, PE PTOE
Principal

Approved By:

James Steenbergen - LCISD Board President

**CONSIDER APPROVAL OF COMPREHENSIVE FACILITIES STUDY AND
LONG-RANGE FACILITIES PLAN**

RECOMMENDATION:

That the Board of Trustees approve PBK Architects, Inc. for a comprehensive facilities study and long-range facilities plan in the amount of \$199,550 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

The comprehensive facilities study and the long-range facilities plan services from PBK Architects, Inc. is a professional service that the District must contract directly. These funds will be provided through available bond funds.

PROGRAM DESCRIPTION:

Upon approval PBK Architects, Inc. will begin a study of all district facilities to put together a comprehensive facilities assessment and long-range facilities plan.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning

Recommended for approval:



Dr. Thomas Randle
Superintendent



December 05, 2018

VIA: E-MAIL

Mr. Kevin McKeever
Executive Director of Facilities and Planning
Lamar Consolidated Independent School District
3911 Avenue I
Rosenberg, TX 77471

RE: Proposal letter for 2018 Comprehensive Facilities Assessment Services

Dear Mr. McKeever,

Thank you for allowing PBK the opportunity of submitting this proposal for 2018 Comprehensive Facilities Assessment Services for the Lamar Consolidated Independent School District. We propose to perform the following scope of services.

Item I: Scope

Facilities Assessments for all Elementary, Middle, Junior and High Schools, Miscellaneous/Support Facilities.

- Conduct a Comprehensive Facilities Assessment with appropriate Lamar Consolidated ISD personnel and associated consultant teams and establish the most efficient and effective method for securing accurate information and performing the on-site assessments.
- PBK Facilities will lead and coordinate the work of all the consulting teams, and will also be responsible for merging and compiling all collected data. PBK Facilities will schedule consistent "check point"/milestone meetings with Lamar Consolidated ISD staff throughout the assessment and coordination process.
- For every campus assessed, a prioritized summary of corrective repair and replacement work items; together with associated current cost predictions and appropriate predictions of time based escalation of current costs, will be generated.
- PBK will study facilities in regards to educational appropriateness and make recommendations to address adopted District standards.
- PBK will analyze facilities for Safety and Security concerns and propose appropriate measures to improve student safety.
- Additionally, all buildings will be examined for compliance with applicable codes and ADA regulations known to be in effect at the time of assessment.
- PBK will identify a Facilities Condition Index (FCI) for each facility. The FCI is a measurement of priority maintenance items and other identified renovation costs vs. total building replacement cost. The FCI is a useful tool for making educated decisions on continued renovations of a facility vs. a building replacement.
- All facility assessment data will be delivered to Lamar Consolidated ISD in standard, commercially available, Microsoft Access database format.
- Additionally, PBK Facilities will investigate with Lamar Consolidated ISD the viability of importing the collected data into Lamar Consolidated ISD's currently owned facilities maintenance/management software, if one exists.

Item I: FEE

Facilities Assessments for all Elementary, Middle, Junior and High Schools, Miscellaneous/Support Facilities is proposed at a fixed FEE of \$199,550.00 (excluding reimbursable printing cost for all deliverables and presentation material).

- \$9,500.00 (est. avg.) per High School x five (5) campuses, including data entry.
- \$5,250.00 (est. avg.) per Junior High x five (5) campuses, including data entry.
- \$3,200.00 (est. avg.) per Middle/Elementary x twenty-nine (29) campuses, including data entry.
- \$2,200.00 (est. avg.) per Miscellaneous/Support Facility x fifteen (15) facilities, including data entry.

Item I: Billing Schedule

PBK proposes to submit one (1) invoice at 50% of Facilities Assessment phase which would be at completion of all facility walk throughs and a final invoice at the conclusion of the Facilities Assessment documentation.

Item II: Scope

Develop a Long Range Facilities Plan (LRFP):

- PBK will conduct Long Range Facility Plan meetings with Lamar Consolidated ISD staff and/or LRFP Committee utilizing data gathered during facilities assessments and other appropriate district data supplied by the District.
- Long Range Facility Plan meetings will consist of review of findings, review of estimated cost, developing priorities for all work items and determining campus renovation or replacement plans as required for each individual campus and determined by the Committee.
- PBK will develop campus schematic plan graphics to represent final options as determined by the LRFP meetings.
- PBK will document all findings and directions as determined by the LRFP meetings.

Item II: FEE

The proposed fee is included above (excluding reimbursable printing cost for all deliverables and presentation material). PBK proposes to submit one (1) invoice for 50% of Item II at completion of the Long Range Facilities Planning phase and a final invoice at the completion of the Bond Planning phase.

Summary of Proposed Fee:

I.	Facilities Assessments:	\$199,550.00
II.	Long Range Master Plan:	<u>Included</u>
	Facilities Assessment and LRMP Total:	\$199,550.00


Mr. Kevin McKeever
December 5, 2018
Page 3 of 3

On behalf of all of us at PBK, we wish to express our sincere appreciation for your consideration of this proposal. If this proposal is acceptable, you may execute this agreement by signing where designated below, retain one original for your records and return an original to PBK.

Thank you again for allowing PBK to submit this proposal for facilities assessment services. We look forward to continuing to work with you, your staff and everyone at Lamar Consolidated Independent School District.

AGREED TO AND ACCEPTED THIS _____ DAY OF December 05, 2018.

Kevin McKeever, Executive Director of Facilities and Planning
Lamar Consolidated Independent School District


Rick Blah, AIA, LEED, Partner
PBK Architects, Inc.

cc: File 1A
Betty Chapman, PBK

**CONSIDER APPROVAL OF COMMISSIONING AGENT
FOR HIGH SCHOOL #6**

RECOMMENDATION:

That the Board of Trustees approve Estes, McClure & Associates as commissioning agent for High School #6 in the amount of \$113,250 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

Commissioning agent services are a professional service that the District must contract directly. These funds were allocated within the 2017 Bond Budget.

PROGRAM DESCRIPTION:

Texas State Energy Conservation Office has amended the energy code and buildings that are permitted after November 1, 2016 must meet the new code. The new requirements increase the efficiencies of HVAC and domestic water heater equipment, require energy recovery systems on chillers and ventilation systems, require lower electrical usage that can be achieved utilizing LED lighting, and requires post-construction functional testing of certain HVAC and electrical systems.

Commissioning agent will review the construction documents, develop a commissioning specification and perform functional testing of selected HVAC, plumbing and electrical systems to confirm the systems are performing as designed.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning

Recommended for approval:



Dr. Thomas Randle
Superintendent

COMMISSIONING PROPOSAL

New High School #6
Lamar Consolidated ISD



Mr. Kevin McKeever
Executive Director of Facilities and Planning
3911 Avenue I
Rosenberg, TX 77471

Please find the attached proposal for Commissioning services on the new High School #6 project. The Base Services exceed the minimum requirements of the International Energy Conservation Code 2015 version. Thank you for this opportunity and please let me know if you have any questions about the proposal

Malek Bekka, P.E., QCxP+BE
Estes, McClure & Associates, Inc.
mbekka@estesmclure.com

SERVICE ORDER
(for use with AIA B121-2014 Master Agreement)

This is an Amendment, consisting of 2 pages, referred to in and part of the Agreement between OWNER and ENGINEER for Professional Services dated July 5, 2016. This Amendment shall be an addition to the original contract.

Project and Fee:
Commissioning of the New High School #6 - Lamar CISD.

Owner:
Lamar Consolidated Independent School District

Engineer:
Estes, McClure, & Associates, Inc.

Project Title:
Commissioning of the New High School #6

Estes, McClure, & Associates Inc., will provide Mechanical, Electrical, Plumbing engineering services for the following scope of work:

COMMISSIONED SYSTEMS:

The following systems will be commissioned in accordance with IECC 2015 Requirements and LCISD Guidelines:

- HVAC
- EMS
- Lighting Control Systems
- Domestic Hot Water Heating Systems

BASIC COMMISSIONING SCOPE OF SERVICES

For this project, we will perform the following services:

- 90% Construction Document Review
Provide commissioning review of 90% construction documents and coordinate comments with Program Manager for resolution.
- Develop Commissioning Plan and Specifications
Provide commissioning specifications for project manual including Initial Commissioning Plan.
- Submittal Review
Review submittals of commissioned systems in accordance to design intent and Lamar CISD Guidelines.
- Commissioning Kickoff with Construction Team
Conduct meeting with Design and Construction Team to explain Commissioning process and milestones
- Site Observations and Reports
Conduct site observations and provide observation reports for commissioned systems at critical MEP milestones. Attend corresponding OAC meeting to discuss commissioning activities.
 - MEP Rough-in (40-50% construction)
 - Ductwork and Piping pressure testing verification
 - System Startup
- Functional Testing of Quality Sample of HVAC
Perform functional testing of HVAC units for consistency with design documents and LCISD guidelines and expectations. Approximate sampling strategy below:
 - Chilled and Hot Water Plant – 100%
 - Air Handling Units – 50-60%

- Outside Air Handling Units – 75%
- VAV Boxes – 20-30%
- Functional Testing of Quality Sample of Lighting Control Systems (20-30%)
Perform functional testing of lighting control systems (vacancy sensors, daylighting sensors)
- EMS Point-to-Point Verification (30-40%)
Perform point-to-point testing of EMS graphics, trends, and sequences of operation for consistency with design documents and LCISD guidelines and expectations
- Functional Testing of Quality Sample of Domestic Hot Water Heaters (30-40%)
Perform functional testing of domestic hot water heaters for consistency with design documents and LCISD guidelines and expectations
- Maintain Issues Log
Keep a record of all deficiencies and coordinate with Contractors for resolution of problems
- Final Commissioning Record
Provide Final Commissioning Record that documents the commissioning process including final resolution of all issues
- Close-Out Document Review
Review all close-out documents including as-builts, O&M manuals, Test and Balance Reports for consistency with project manual an LCISD guidelines and expectations.
- 10 Month Warranty Review
Conduct meeting with LCISD, Construction Team and Design Team at 10 month warranty review. Coordinate with Team for resolution of deficiencies.

COMMISSIONING FEE

Commissioning Services Fee: \$113,250

Estes, McClure and Associates will invoice Lamar Consolidated Independent School District on the schedule specified in the original agreement.

Billing Schedule:

<u>Commissioning Plan/Design Review:</u>	<u>20% of Fixed Fee</u>
<u>50% Construction:</u>	<u>20% of Fixed Fee</u>
<u>Initial Commissioning Report:</u>	<u>30% of Fixed Fee</u>
<u>Complete Functional Testing:</u>	<u>10% of Fixed Fee</u>
<u>Delivery of Final Commissioning Record:</u>	<u>10% of Fixed Fee</u>
<u>10 Month Warranty Review:</u>	<u>10% of Fixed Fee</u>



(Engineer)

Estes, McClure and Associates Inc.
Malek Bekka, P.E.

12/5/18

(Date)

**CONSIDER APPROVAL OF COMMISSIONING AGENT
FOR JUNIOR HIGH SCHOOL #6**

RECOMMENDATION:

That the Board of Trustees approve Estes, McClure & Associates as commissioning agent for Junior High School #6 in the amount of \$71,750 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

Commissioning agent services are a professional service that the District must contract directly. These funds were allocated within the 2017 Bond Budget.

PROGRAM DESCRIPTION:

Texas State Energy Conservation Office has amended the energy code and buildings that are permitted after November 1, 2016 must meet the new code. The new requirements increase the efficiencies of HVAC and domestic water heater equipment, require energy recovery systems on chillers and ventilation systems, require lower electrical usage that can be achieved utilizing LED lighting, and requires post-construction functional testing of certain HVAC and electrical systems.

Commissioning agent will review the construction documents, develop a commissioning specification and perform functional testing of selected HVAC, plumbing and electrical systems to confirm the systems are performing as designed.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director Facilities and Planning

Recommended for approval:



Dr. Thomas Randle
Superintendent

COMMISSIONING PROPOSAL

New Junior High School #6
Lamar Consolidated ISD



Mr. Kevin McKeever
Executive Director of Facilities and Planning
3911 Avenue I
Rosenberg, TX 77471

Please find the attached proposal for Commissioning services on the new Junior High School #6 project. The Base Services exceed the minimum requirements of the International Energy Conservation Code 2015 version. Thank you for this opportunity and please let me know if you have any questions about the proposal

Malek Bekka, P.E., QCxP+BE
Estes, McClure & Associates, Inc.
mbekka@estesmclure.com

SERVICE ORDER
(for use with AIA B121-2014 Master Agreement)

This is an Amendment, consisting of 2 pages, referred to in and part of the Agreement between OWNER and ENGINEER for Professional Services dated July 5, 2016. This Amendment shall be an addition to the original contract.

Project and Fee:
Commissioning of the New Junior High School #6 - Lamar CISD.

Owner:
Lamar Consolidated Independent School District

Engineer:
Estes, McClure, & Associates, Inc.

Project Title:
Commissioning of the New Junior High School #6

Estes, McClure, & Associates Inc., will provide Mechanical, Electrical, Plumbing engineering services for the following scope of work:

COMMISSIONED SYSTEMS:

The following systems will be commissioned in accordance with IECC 2015 Requirements and LCISD Guidelines:

- HVAC
- EMS
- Lighting Control Systems
- Domestic Hot Water Heating Systems

BASIC COMMISSIONING SCOPE OF SERVICES

For this project, we will perform the following services:

- 90% Construction Document Review
Provide commissioning review of 90% construction documents and coordinate comments with Program Manager for resolution.
- Develop Commissioning Plan and Specifications
Provide commissioning specifications for project manual including Initial Commissioning Plan.
- Submittal Review
Review submittals of commissioned systems in accordance to design intent and Lamar CISD Guidelines.
- Commissioning Kickoff with Construction Team
Conduct meeting with Design and Construction Team to explain Commissioning process and milestones
- Site Observations and Reports
Conduct site observations and provide observation reports for commissioned systems at critical MEP milestones. Attend corresponding OAC meeting to discuss commissioning activities.
 - MEP Rough-in (40-50% construction)
 - Ductwork and Piping pressure testing verification
 - System Startup
- Functional Testing of Quality Sample of HVAC
Perform functional testing of HVAC units for consistency with design documents and LCISD guidelines and expectations. Approximate sampling strategy below:
 - Chilled and Hot Water Plant – 100%
 - Air Handling Units – 50-60%

- Outside Air Handling Units – 75%
- VAV Boxes – 20-30%
- Functional Testing of Quality Sample of Lighting Control Systems (20-30%)
Perform functional testing of lighting control systems (vacancy sensors, daylighting sensors)
- EMS Point-to-Point Verification (30-40%)
Perform point-to-point testing of EMS graphics, trends, and sequences of operation for consistency with design documents and LCISD guidelines and expectations
- Functional Testing of Quality Sample of Domestic Hot Water Heaters (30-40%)
Perform functional testing of domestic hot water heaters for consistency with design documents and LCISD guidelines and expectations
- Maintain Issues Log
Keep a record of all deficiencies and coordinate with Contractors for resolution of problems
- Final Commissioning Record
Provide Final Commissioning Record that documents the commissioning process including final resolution of all issues
- Close-Out Document Review
Review all close-out documents including as-builts, O&M manuals, Test and Balance Reports for consistency with project manual an LCISD guidelines and expectations.
- 10 Month Warranty Review
Conduct meeting with LCISD, Construction Team and Design Team at 10 month warranty review. Coordinate with Team for resolution of deficiencies.

COMMISSIONING FEE

Commissioning Services Fee: \$71,750

Estes, McClure and Associates will invoice Lamar Consolidated Independent School District on the schedule specified in the original agreement.

Billing Schedule:

<u>Commissioning Plan/Design Review:</u>	<u>20% of Fixed Fee</u>
<u>50% Construction:</u>	<u>20% of Fixed Fee</u>
<u>Initial Commissioning Report:</u>	<u>30% of Fixed Fee</u>
<u>Complete Functional Testing:</u>	<u>10% of Fixed Fee</u>
<u>Delivery of Final Commissioning Record:</u>	<u>10% of Fixed Fee</u>
<u>10 Month Warranty Review:</u>	<u>10% of Fixed Fee</u>



(Engineer)
Estes, McClure and Associates Inc.
Malek Bekka, P.E.

12/4/18
(Date)

**CONSIDER APPROVAL OF COMMISSIONING AGENT
FOR TAMARRON ELEMENTARY SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve Estes, McClure & Associates as commissioning agent for Tamarron Elementary School in the amount of \$41,400 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

Commissioning agent services are a professional service that the District must contract directly. These funds were allocated within the 2014 Bond Budget.

PROGRAM DESCRIPTION:

Texas State Energy Conservation Office has amended the energy code and buildings that are permitted after November 1, 2016 must meet the new code. The new requirements increase the efficiencies of HVAC and domestic water heater equipment, require energy recovery systems on chillers and ventilation systems, require lower electrical usage that can be achieved utilizing LED lighting, and requires post-construction functional testing of certain HVAC and electrical systems.

Commissioning agent will review the construction documents, develop a commissioning specification and perform functional testing of selected HVAC, plumbing and electrical systems to confirm the systems are performing as designed.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent

COMMISSIONING PROPOSAL

Tamarron Elementary School
Lamar Consolidated ISD



Mr. Kevin McKeever
Executive Director of Facilities and Planning
3911 Avenue I
Rosenberg, TX 77471

Please find the attached proposal for Commissioning services on the new Tamarron Elementary School project. The Base Services exceed the minimum requirements of the International Energy Conservation Code 2015 version. Thank you for this opportunity and please let me know if you have any questions about the proposal

Malek Bekka, P.E., QCxP+BE
Estes, McClure & Associates, Inc.
mbekka@estesmclure.com

SERVICE ORDER
(for use with AIA B121-2014 Master Agreement)

This is an Amendment, consisting of 2 pages, referred to in and part of the Agreement between OWNER and ENGINEER for Professional Services dated July 5, 2016. This Amendment shall be an addition to the original contract.

Project and Fee:
Commissioning of the new Tamarron Elementary School - Lamar CISD.

Owner:
Lamar Consolidated Independent School District

Engineer:
Estes, McClure, & Associates, Inc.

Project Title:
Commissioning of the new Tamarron Elementary School

Estes, McClure, & Associates Inc., will provide Mechanical, Electrical, Plumbing engineering services for the following scope of work:

COMMISSIONED SYSTEMS:

The following systems will be commissioned in accordance with IECC 2015 Requirements and LCISD Guidelines:

- HVAC
- EMS
- Lighting Control Systems
- Domestic Hot Water Heating Systems

BASIC COMMISSIONING SCOPE OF SERVICES

For this project, we will perform the following services:

- 90% Construction Document Review
Provide commissioning review of 90% construction documents and coordinate comments with Program Manager for resolution.
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Conduct site observations and provide observation reports for commissioned systems at critical MEP milestones. Attend corresponding OAC meeting to discuss commissioning activities.
 - MEP Rough-in (40-50% construction)
 - Ductwork and Piping pressure testing verification
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Perform functional testing of HVAC units for consistency with design documents and LCISD guidelines and expectations. Approximate sampling strategy below:
 - Chilled and Hot Water Plant – 100%
 - Air Handling Units – 60%

- Outside Air Handling Units – 100%
- VAV Boxes – 30%
- Functional Testing of Quality Sample of Lighting Control Systems (20-30%)
Perform functional testing of lighting control systems (vacancy sensors, daylighting sensors)
- EMS Point-to-Point Verification (30-40%)
Perform point-to-point testing of EMS graphics, trends, and sequences of operation for consistency with design documents and LCISD guidelines and expectations
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Perform functional testing of domestic hot water heaters for consistency with design documents and LCISD guidelines and expectations
- Maintain Issues Log
Keep a record of all deficiencies and coordinate with Contractors for resolution of problems
- Final Commissioning Record
Provide Final Commissioning Record that documents the commissioning process including final resolution of all issues
- Close-Out Document Review
Review all close-out documents including as-builts, O&M manuals, Test and Balance Reports for consistency with project manual an LCISD guidelines and expectations.
- 10 Month Warranty Review
Conduct meeting with LCISD, Construction Team and Design Team at 10 month warranty review. Coordinate with Team for resolution of deficiencies.

COMMISSIONING FEE

Commissioning Services Fee: \$41,400

Estes, McClure and Associates will invoice Lamar Consolidated Independent School District on the schedule specified in the original agreement.

Billing Schedule:

<u>Commissioning Plan/Design Review:</u>	<u>20% of Fixed Fee</u>
<u>50% Construction:</u>	<u>20% of Fixed Fee</u>
<u>Initial Commissioning Report:</u>	<u>30% of Fixed Fee</u>
<u>Complete Functional Testing:</u>	<u>10% of Fixed Fee</u>
<u>Delivery of Final Commissioning Record:</u>	<u>10% of Fixed Fee</u>
<u>10 Month Warranty Review:</u>	<u>10% of Fixed Fee</u>



(Engineer)
Estes, McClure and Associates Inc.
Malek Bekka, P.E.

12/4/18
(Date)

Approved By:

(James Steenbergen - LCISD Board President)

(Date)

**CONSIDER APPROVAL OF TRAFFIC STUDY FOR
HIGH SCHOOL AND JUNIOR HIGH SCHOOL #6 COMPLEX**

RECOMMENDATION:

That the Board of Trustees approve Traffic Engineers, Inc. for the traffic study for High School and Junior High School #6 complex in the amount of \$71,750 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

The traffic engineering study is a professional service that the District must contract directly. These funds were allocated within the 2017 Bond Budget.

PROGRAM DESCRIPTION:

The traffic engineering study will generate reports that provide traffic flow patterns the architect needs to complete the construction specifications. These reports are crucial in the design and construction of High School and Junior High School #6 complex.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning

Recommended for approval:



Dr. Thomas Randle
Superintendent

TRAFFIC ENGINEERS, INC.

INNOVATIVE TRANSPORTATION SOLUTIONS

801 Congress Ste
Suite 325
Houston, TX 77002

Voice (713) 270-8145
Fax (281) 809-0807
www.trafficengineers.com

Texas Registration Number F-003158

November 28, 2018

Scot A. Hartfiel, AIA
Project Manager
Lamar Consolidated Independent School District
3911 Avenue I
Rosenberg, TX 77471

Re: Traffic Study for Lamar CISD High School #6 and Junior High School #6 School Complex

Dear Mr. Hartfiel:

This letter constitutes our proposal to conduct a Traffic Study for Lamar Consolidated Independent School District (Lamar CISD) High School #6 and Junior High School #6 School Complex located at the intersection of FM 2977 (Minonite Road) at Koeblen Road in Fort Bend County, Texas. The scope reflects comments received from Fort Bend County Engineering Department.

Scope of Services

Phase I- Traffic Study

Task 1 - Data Collection

Fourteen-hour Turning Movement Counts (TMCs) will be conducted at the intersection of FM 2977 at Koeblen Road.

The following information will be provided by Lamar CISD for Ultimate Enrollment at the High School and Junior High School (including planned portable buildings):

- Year school will open
- Arrival and dismissal times
- Number of students (including planned portable buildings)
- Estimated number of High School, Junior High School students on opening day
- Number of staff
- Number of buses
- Number of special needs buses
- Number of student drivers (High School only)
- Attendance Zone for schools

- Names of existing High Schools and Junior High Schools that generate approximately the same amount of parent traffic expected to be generated by new High School and Junior High.

A site visit will be conducted to document existing conditions at the site. Additional data will be collected at existing high school(s) and junior high(s) that generate approximately the same amount of parent pick-up/drop-off traffic that is expected to be generated by the new schools. Traffic Engineers, Inc. (TEI) will observe dismissal at the current schools to determine the total number of parent vehicles currently picking up students at these schools, as well as the maximum queue of parent vehicles. This information will be used to determine the amount of on-site stacking needed at the new schools.

Background information for planned developments in the study area will be collected and documented. TEI will confirm the widening plan and status of FM 2977 and Koeblen Road in the area of the school site, if any.

Task 2 - Trip Generation and Distribution

Site-generated traffic volumes will be estimated for Ultimate Enrollment (including portable buildings) by using information from Lamar CISD and the data collected by TEI at existing schools.

The projected site generated traffic volumes for Ultimate Enrollment during the school peak hours (will provide separated peak hours if bell schedule are staggered) will be distributed to the following existing and future intersections:

- FM 2977 at Koeblen Road
- FM 2977 at School Driveway(s)
- Koeblen Road at School Driveway(s)

Task 3 - Traffic Impact Analysis

On-site stacking and on-site parking for the new High School and Junior High will be evaluated based on information provided by Lamar CISD and data collected by TEI. The impact of the school generated traffic on the adjacent roadway system will be analyzed with respect to the adequacy of on-site stacking/parking that is provided.

Traffic projections (through and site generated volumes) will be developed at the following intersections for ultimate enrollment of both schools (including portable buildings):

- FM 2977 at Koeblen Road
- FM 2977 at School Driveway(s)
- Koeblen Road at School Driveway(s)

Future traffic operations will be evaluated at these intersections based upon ultimate enrollment traffic projections. The need for left-turn lanes and associated left-turn lane storage on FM 2977 and Koeblen Road at the school driveways will be evaluated. Additional off-site improvements, if needed, will be identified.

Traffic Engineers, Inc. will analyze school related pedestrian traffic and the provision of sidewalks, crosswalks and ramps to accommodate the pedestrian movements on FM 2977 and Koeblen Road. No parking zones will be evaluated and established on the public streets in the study area. Additionally, School Speed Zone and associated signing on public streets adjacent to the school will be recommended.

Task 4 - Traffic Signal Warrant Analyses

A Traffic Signal Warrant Analysis (TSWA) will be conducted at the intersection of FM 2977 at Koeblen Road. The TSWA will be based on future intersection geometrics and projected intersection traffic volumes with ultimate enrollment of schools (with portable buildings). If a TSWA is warranted based on ultimate enrollment, then a TSWA will be conducted for Opening Day enrollment, to determine if the traffic signal will be warranted on opening day.

A Peak Hour TSWA will be conducted at the intersection of FM 2977 at future Middle School Drive due to low traffic projections without Middle School. A full TSWA will be conducted at this intersection when the planned Middle School (not in this scope) opens in the future.

Task 5 - Study Findings

A report will be prepared documenting our findings and recommendations for on-site and off-site circulation.

Phase II - Traffic Signal Design

If a Traffic Signal is recommended based on the findings of **Phase I Task 4**, TEI will provide a traffic signal design for the intersection of FM 2977 at Koeblen Road.

Task 1 - Survey Coordination

A topographic survey including surface items, underground utilities, existing right of way and utility and pipeline easement, will be provided by Lamar CISD. Limits of the survey will include 300 feet from the intersection along both FM 2977 approaches and 200 feet from the intersection along Koeblen Road approaches.

TEI will coordinate with Lamar CISD and/or survey consultants on survey scope and findings.

Task 2 - Traffic Signal Design

TEI will utilize the survey information from **Task 1** to prepare a stand-alone traffic signal design prepared to TxDOT standards including the following items:

- Existing Conditions Layout (typically two sheets per intersection)
- Paving Layout - including ADA ramp and median nose improvements as required
- Traffic Signal Layout (typically two sheets per intersection)
- Traffic Signal Legend (typically one sheet per intersection) which includes notes and the wiring chart and signing related to the traffic signal
- Traffic Signal Elevations (typically one sheet per intersection) which shows the traffic signal in profile view for each approach to each intersection
- The applicable standard detail drawings for the proposed work at the intersection. The traffic control plan related to the signal construction will be a standard detail and not specific to this signalized intersection

Task 3- Bid Phase

TEI will prepare all necessary bid documents and a Project Manual needed to conduct a public bid for the project.

Advertising costs for bidding the project are not included in the scope of this proposal and will be invoiced as an Additional Service (as cost).

TEI will attend a pre-bid meeting for interested bidders of the signal and will prepare a recommendation for the contractor to be awarded the construction project.

Task 4- Construction Phase Coordination

TEI will coordinate with the client, the contractor, the electrical service provider, and TxDOT to quickly respond to contractor/agency questions during construction. TEI will review contractor invoices and prepare a recommendation for payment for each invoice received.

Compensation

Based on our estimate of hours required to complete this project, compensation for **Phase I** and **Phase II** services are summarized as below on a lump sum basis:

Phase I-Traffic Study	\$ 34,750.00
Phase II-Traffic Signal Design	\$ 37,000.00
Total	\$ 71,750.00

Please contact me at jessica@trafficengineers.com or at (713) 992-4792, if you have any questions regarding this proposal.

Sincerely,

A handwritten signature in black ink that reads "jia shichen, PE, PTOE". The signature is written in a cursive, lowercase style.

Shichen "Jessica" Jia, PE
Principal

**CONSIDER APPROVAL OF CENTERPOINT ENERGY ELECTRIC EASEMENT
FOR GEORGE RANCH HIGH SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve the CenterPoint Energy electrical easement at George Ranch High School, and authorize the Board President to execute the easement documents.

IMPACT/RATIONALE:

This electrical easement to CenterPoint Energy is for specific overhead and underground service as installed at George Ranch High School.

PROGRAM DESCRIPTION:

A blanket easement for electric service at George Ranch High School was approved at the November 14, 2017 Regular Board Meeting. Upon approval and execution of this specific easement, CenterPoint Energy will record this final easement and will then prepare a release of the blanket easement and will submit the release for recording.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities & Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent

ELECTRIC EASEMENT

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER’S LICENSE NUMBER.

STATE OF TEXAS }
COUNTY OF FORT BEND }

KNOW ALL PERSONS BY THESE PRESENTS:

THAT, Lamar Consolidated Independent School District, a political subdivision of the State of Texas, its successors and assigns, hereinafter referred to as “Grantor”, whether one or more, for and in consideration of the sum of ONE DOLLAR (\$1.00) CASH to Grantor paid by CenterPoint Energy Houston Electric, LLC, its successors and assigns, hereinafter referred to as “Grantee”, whose principal address is P. O. Box 1700, Houston, Texas 77251-1700, has **GRANTED, SOLD AND CONVEYED** and by these presents, does **GRANT, SELL AND CONVEY** unto said Grantee, all or in part, an exclusive, perpetual easement, hereinafter referred to as the “Easement”, for electric distribution and related communications facilities consisting of a variable number of wires and cables and all necessary and desirable equipment and appurtenances, including, but not limited to, towers or poles made of wood, metal or other materials, props and guys, hereinafter referred to as “Facilities”, located within a portion of the following described lands owned by Grantor, (“Grantor’s Property”), to wit:

The residue of Restricted Reserve “A” in Block 1 of Lamar C.I.S.D. George Ranch High School, a subdivision out of the Wiley Martin League, Abstract 56, Fort Bend County, Texas, according to the map or plat thereof recorded in Plat No. 20080195 of the Plat Records of said County and State.

The unobstructed easement area(s) herein granted, hereinafter referred to as the “Easement Area”, whether one or more, are described as follows:

1. Easements ten (10) feet wide, the locations of the centerline of which are shown by the dot-dash symbols on Sketch Nos. 18-0828, 18-0828A and 18-0828B, attached hereto and made a part hereof.
2. An easement ten (10) feet wide, the location of which is shown by the hatched area on said attached Sketch Nos. 18-0828 and 18-0828B, together with an unobstructed aerial easement eleven (11) feet six (6) inches wide, beginning at a plane sixteen (16) feet above the ground and extending upward, located northwesterly of and adjoining said ten (10) foot wide easement.
3. Easements sixteen (16) feet wide and twenty (20) feet long for Grantee's pad-mounted transformer stations, the locations of which are shown by the crosshatched areas on said attached Sketch Nos. 18-0828, 18-0828A and 18-0828B.
4. An easement twenty (20) feet wide and twenty (29) feet long for Grantee's pad-mounted transformer stations, the location of which is shown by the honeycomb area on Sketch Nos. 18-0828 and 18-0828B.

Grantor shall observe and exercise all notification laws as per the Underground Facility Damage Prevention and Safety Act, also known as "ONE CALL" & "CALL BEFORE YOU DIG", when working in or near the Easement Area.

To the extent that such laws and codes apply to Grantor, Grantor, shall observe all safety codes and laws which apply to working along, within and/or near the Easement Area and Facilities during construction activities and safe clearance from such Facilities, including the Occupational Safety and Health Administration ("O.S.H.A."), Chapter 752 of the Texas Health and Safety Code, the National Electric Code, and the National Electrical Safety Code.

Absent written authorization by the affected Grantee, all utility and aerial easements must be kept unobstructed from any non-utility improvements or obstructions by Grantor. Any unauthorized improvements or obstructions may be removed by Grantee at the Grantor's expense. While wooden posts and paneled wooden fences along the perimeter

and back to back easements and alongside rear lots lines are permitted, they too may be removed by Grantee at the Grantor's expense should they be an obstruction. Grantee may put said wooden posts and paneled wooden fences back up, but generally will not replace them with new fencing.

Grantee shall not deny or obstruct ingress or egress to or from Grantor's Property, and Grantor retains all rights to cross the Easement Area for access, but not interfering with the utility purpose for which the Easement is granted. Grantor shall have the right to construct or locate in a near perpendicular fashion, utilities, drainage ditches, roadways, driveways, across, but not along or solely along, within or under the Easement Area herein granted. Grantor assumes all responsibility for the cost of constructing, paving and maintaining said roadways or driveways within easement crossing areas. In the event that Grantor constructs, or causes to be constructed, any utilities, drainage, ditches, roadways, and/or driveways which results in the relocation of Grantee's Facilities, the Grantor will be responsible for all costs associated with the relocation and/or removal of Grantee's Facilities. Grantor is prohibited from using the Easement Area for stockpile, spoil, water retention or detention, or lay down areas.

Grantee shall also have reasonable rights of ingress and egress to and from said Easement Area, together with reasonable working space, for the purposes of erecting, installing, operating, maintaining, replacing, inspecting, and removing said Facilities, together with the additional right to remove from said Easement Area and Grantor's Property immediately adjoining thereto, all bushes, trees and parts thereof, or other structures or improvements which are within, protrude, bisect, encroach or overhang into said Easement Area and which, in the sole opinion of Grantee, endanger or may interfere with the efficient, safe and proper operation, and maintenance of said Facilities. Further, in

the event dead or dangerous trees exist within the fall range of overhead electrical facilities, then Grantee shall have the right to take down dead or dangerous trees based on Grantee's discretion.

TO HAVE AND TO HOLD the above described Easement, together with all and singular the rights and appurtenances thereto in anywise belonging, unto Grantee, forever, and Grantor does hereby bind itself and its successors, heirs, assigns, and legal representatives, to fully warrant and forever defend all and singular the above described Easement and rights unto said Grantee, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through or under Grantor, but not otherwise. In the event of a deficiency in title or actions taken by others which results in the relocation of Grantee's Facilities, the Grantor herein, its successors and assigns, will be responsible for all costs associated with the relocation and/or removal of Grantee's Facilities.

The terms, conditions and provisions contained herein constitute the complete and final agreement between Grantor and Grantee, (collectively the "Parties") with respect to the subject matter hereof and supersedes all prior agreements, representations and understandings of the Parties and, by Grantor's signature affixed hereto and Grantee's use of the Easement, the Parties evidence their agreement thereof. No oral or written agreements made or discussed prior to, or subsequent to, the execution of this Easement shall supersede those contained herein. Any and all revisions, amendments and/or exceptions to the terms, conditions and provisions contained in this Easement shall be in written, recordable form and executed by both parties, or their respective successors or assigns in order to be deemed valid.

EXECUTED this _____ day of _____, 20_____.

Lamar Consolidated Independent School District,
a political subdivision of the State of Texas

BY: _____
Signature

James Steenbergen
Name typed or printed

Board President
Title

STATE OF TEXAS }

COUNTY OF _____}

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, _____ of Lamar Consolidated Independent School District, a political subdivision of the State of Texas, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that () he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said school district.

Given under my hand and seal of office this ____ day of _____, 20_____.

Notary's Signature

Name typed or printed

Commission Expires

AFTER RECORDING RETURN TO:
SURVEYING & RIGHT OF WAY
CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC
P. O. BOX 1700
HOUSTON, TX 77251-1700

See Sheet 2 of 3

Match Line

LEGEND

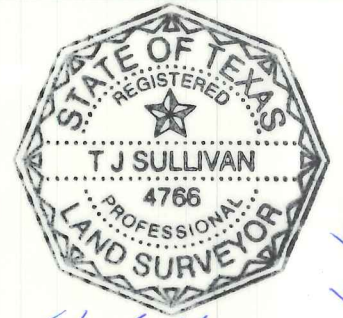
--- = 10' EASEMENT

/// = 10' EASEMENT

Unless Otherwise Noted.

S 10°02'27" E
137.87'

Existing CenterPoint Energy
10' Easement
2009050499 O.P.R.
Sketch 09-031



Sheet 1 of 3

See
Detail
"C"
Sheet
3 of 3

N 37°50'10" W
64.39'

Bearing Basis:
Texas Coordinate System of
1983, South Central Zone
(TXSC Zone 4204); NAD 83

See
Detail
"B"
Sheet
3 of 3

N 37°11'03" W
10.00'

BLOCK 1 RESTRICTED RESERVE "A"



LAMAR C.I.S.D.
GEORGE RANCH HIGH SCHOOL
20080195 P.R.
REF. 2006134323 O.P.R.

WILEY MARTIN LEAGUE
A-56

a.k.a. F. M. 762
Crab River Road

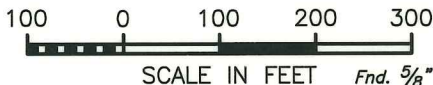
Fnd. 5/8" I.R. w/Plastic Cap
"Not Legible"

TXDOT PARCEL NO 12
2017084912 O.P.R.
Called 9.80 Acres

See
Detail
"A"
Sheet
3 of 3

158.50'
753.59'
N 56°14'08" E

THE GEORGE FOUNDATION
VOL. 348, PG 633 D.R.
VOL. 64, PG 106 D.R.
3rd Tract
RESIDUE OF CALLED 2435 ACRES



SCALE IN FEET

Fnd. 5/8" I.R. w/Aluminum
Disk "TXDOT"

Fnd. 5/8" I.R.

TXDOT PARCEL NO 13
2017077963 O.P.R.
Called 2.49 Acres

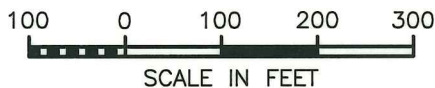
S 55°49'00" W
96.38'

NOTE: THE EXTERIORS OF ALL EASEMENTS ARE TO
INTERSECT WITH THE EXTERIORS OF ALL ADJOINING
EASEMENTS OR WITH ADJOINING PROPERTY LINES.

REV.1: JOB NO.	BY:	DATE:	REV.2: JOB NO.	BY:	DATE:
EASEMENT - UNOBSTRUCTED	LAST PLOT DATE: 10/30/2018		CenterPoint Energy SURVEYING & RIGHT OF WAY P.O. Box 1700 Houston, TX 77251-1700 713-207-2222 Firm Number: 10027400 SKETCH NO. 18-0828		
COUNTY: FORT BEND	DRAWN BY: A.W.P.				
SURVEY DATE: 10/01&10/22/18	MAP NO: 4646A2				
SCALE: 1" = 200'	JOB NO: 82204847A				
FILE NO. - BOOK: 2018	CHECKED BY: T.J.S.				

EASEMENT — UNOBSTRUCTED LAST PLOT DATE: 10/30/2018
 COUNTY: FORT BEND DRAWN BY: A.W.P.
 SURVEY DATE: 10/01&10/22/18 MAP NO: 4646 A2
 SCALE: 1" = 200' JOB NO: 82204847A
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CenterPoint Energy
 SURVEYING & RIGHT OF WAY
 P.O. Box 1700 Houston, TX 77251-1700
 713-207-2222
 Firm Number: 10027400
SKETCH NO. 18-0828A



Bearing Basis:
 Texas Coordinate System of
 1983, South Central Zone
 (TXSC Zone 4204); NAD 83



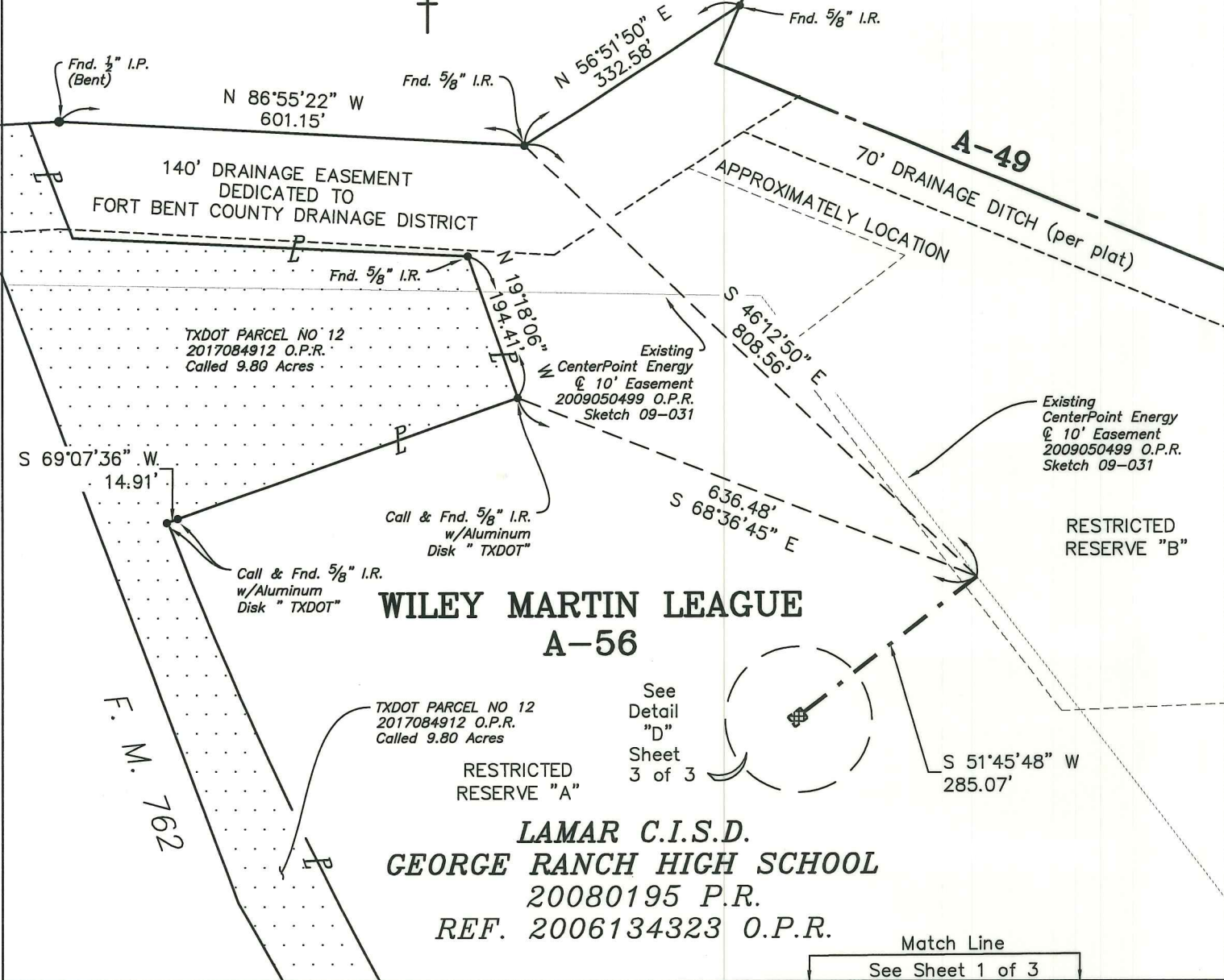
10/30/2018

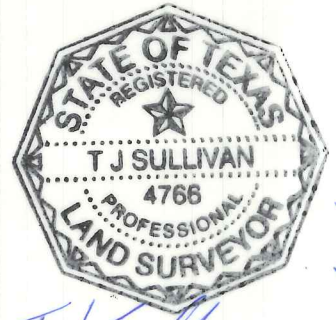
Sheet 2 of 3



LEGEND

- = 10' EASEMENT
- = 10' EASEMENT
- Unless Otherwise Noted.



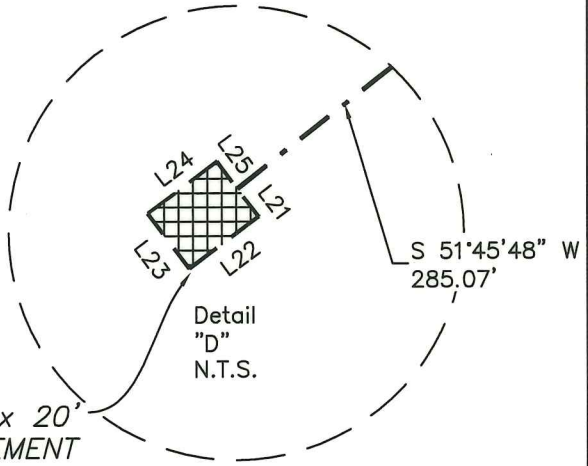
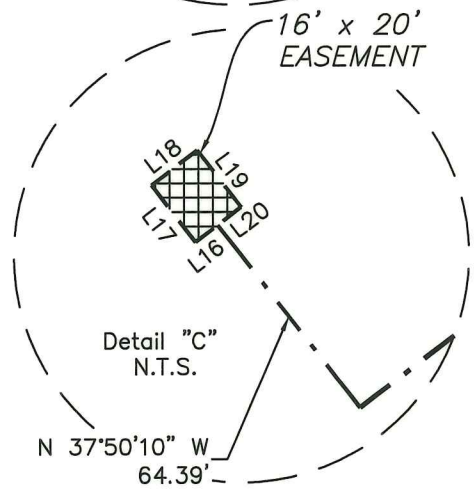
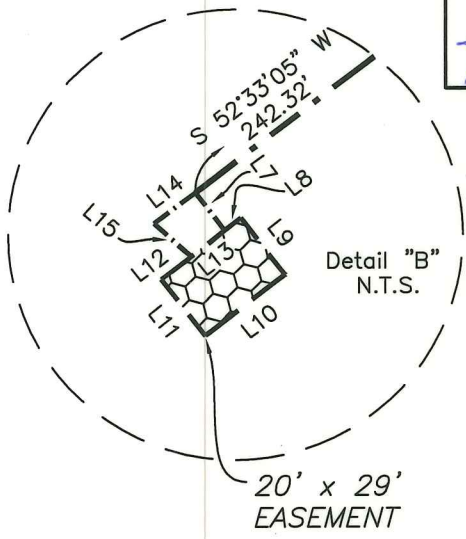
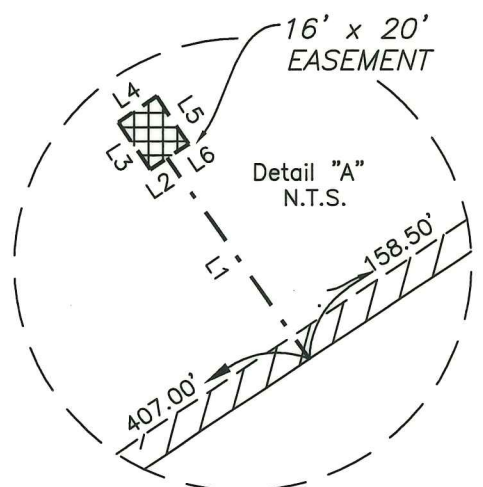


10/30/2018

T.J. Sullivan

Sheet 3 of 3

Bearing Basis:
Texas Coordinate System of
1983, South Central Zone
(TXSC Zone 4204); NAD 83



NOTE: THE EXTERIORS OF ALL EASEMENTS ARE TO INTERSECT WITH THE EXTERIORS OF ALL ADJOINING EASEMENTS OR WITH ADJOINING PROPERTY LINES.

Line Table			Line Table		
Line #	Length	Direction	Line #	Length	Direction
L1	86.09'	N 34°58'14" W	L16	7.75'	S 52°28'26" W
L2	7.08'	S 56°13'45" W	L17	20.00'	N 37°31'34" W
L3	20.00'	N 33°46'15" W	L18	16.00'	N 52°28'26" E
L4	16.00'	N 56°13'45" E	L19	20.00'	S 37°31'34" E
L5	20.00'	S 33°46'15" E	L20	8.25'	S 52°28'26" W
L6	8.92'	S 56°13'45" W	L21	8.87'	S 36°54'48" E
L7	13.43'	S 36°52'24" E	L22	20.00'	S 53°05'12" W
L8	5.78'	N 52°13'35" E	L23	16.00'	N 36°54'48" W
L9	20.00'	S 37°46'25" E	L24	20.00'	N 53°05'12" E
L10	29.00'	S 52°13'35" W	L25	7.13'	S 36°54'48" E
L11	20.00'	N 37°46'25" W			
L12	11.64'	N 52°13'35" E			
L13	11.58'	N 52°13'35" E			
L14	14.49'	S 52°33'05" W			
L15	13.78'	S 49°06'19" E			

LEGEND

--- = 10' EASEMENT

--- = 10' EASEMENT

Unless Otherwise Noted.

REV.1: JOB NO.	BY:	DATE:	REV.2: JOB NO.	BY:	DATE:
EASEMENT - UNOBSTRUCTED			LAST PLOT DATE: 10/30/2018		
COUNTY: FORT BEND			DRAWN BY: A.W.P.		
SURVEY DATE: 10/01&10/22/18			MAP NO: 4646A2		
SCALE: NO SCALE			JOB NO: 82204847A		
FILE NO. - BOOK: 2018			CHECKED BY: T.J.S.		
			CenterPoint Energy SURVEYING & RIGHT OF WAY P.O. Box 1700 Houston, TX 77251-1700 713-207-2222 Firm Number: 10027400 SKETCH NO. 18-0828B		

**CONSIDER APPROVAL OF CENTERPOINT ENERGY GAS DEVELOPMENT
FEES FOR ROBERTS MIDDLE SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve CenterPoint Energy gas development fees for the Roberts Middle School and approve the payment in the amount of \$8,830.

IMPACT/RATIONALE:

CenterPoint Energy is the gas service provider that the District must contract directly with for the installation of gas service. These funds were allocated within the 2014 Bond Budget.

PROGRAM DESCRIPTION:

CenterPoint Energy will install a new service line, street bore and meter for the Roberts Middle School. Upon approval, a check will be issued for this work per the attached invoice.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent



Please make payable to:
CenterPoint Energy
 Attn: Business Process
 P.O. BOX 2883
 Houston, Texas 77252-2883

INVOICE

Customer Info:

12/7/18

Name: LCISD- ROBERTS MIDDLE SCHOOL **BP#** 8216048
Address: 9230 CHARGER WAY
City: FULSHEAR **State** TX **Zip** 77441
Phone: DOUG WALKER-RICE--713-858-8433
Fax/Email:
RE: NEW GAS SERVICE LINE **Zones:** 50054003
Gas Coordinator: IGNACIO GUERRERO **Phone:** 281-341-4963

Description	W/O #	Qty / Ftg	Charge	Total
GAS SERVICE LINE	88209280	1	5,330.00	5,330.00
7M ROOTS METER	88205549	1	3,500.00	3,500.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
			TOTAL	\$8,830.00

MAIL PAYMENT TO THE ABOVE ADDRESS.

Make all checks payable to: *CenterPoint Energy*
 Send a copy of this invoice along with the check. Charges good for 30 days from date of invoice.
Payment is required prior to release of construction work order
 If you have any questions concerning this invoice, please contact coordinator at number above.

Thank you for using natural gas.

Approved By:

 James Steenbergen, LCISD Board President
 112

**CONSIDER APPROVAL OF HVAC TEST AND BALANCE FOR LIMITED AREAS
OF FOSTER HIGH SCHOOL AND BRISCOE JUNIOR HIGH SCHOOL**

RECOMMENDATION:

That the Board of Trustees approve Engineered Air Balance for the HVAC test and balance service for 74 terminal boxes at Foster High School and Briscoe Junior High School in the amount of \$36,850 and authorize the Board President to execute the agreement.

IMPACT/RATIONALE:

The HVAC test and balance service is a professional service that the District must contract directly. These funds were allocated within the 2014 Bond Budget.

PROGRAM DESCRIPTION:

Engineered Air Balance will provide test and balance service on 74 terminal boxes as listed by Johnson Controls and report any issues affecting the heating, ventilating and air conditioning systems at Foster HS and Briscoe Junior HS and their interface with the web-based HVAC controls.

Submitted By: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities and Planning
Jim Rice, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture
Gloria Barrera, Vanir/Rice & Gardner Consultants, Inc., A Joint Venture

Recommended for approval:



Dr. Thomas Randle
Superintendent



Houston
604 Spring Hill Drive, Suite 100
Spring, Texas 77386
Tel: 281-873-7084
Fax: 281-872-6309
eabhouston@eabcoinc.com
www.eabcoinc.com

Proposal No. 2180325-1-2

TO: Lamar Consolidated ISD
3911 Avenue I
Rosenberg, Texas 77471

RE: Lamar CISD Foster HS, Briscoe JHS,
Field House Dual Duct Terminal Unit
Testing

ATTENTION: Douglas Walker-Rice

DATE: November 27, 2018

We are pleased to propose our services to test 74 terminal boxes, as listed by Johnson Controls, that they are unable to set up. We will supply information if the terminal boxes are defective.

TOTAL PRICE FOR THE ABOVE SERVICES \$ 36,850.00

We thank you for the opportunity of proposing our services. This proposal will expire thirty (30) days from the date shown above. Please reference this proposal number on all correspondence. If we may be of further assistance, please contact our office.

Sincerely,

ENGINEERED AIR BALANCE CO., INC.

Handwritten signature of Gar Conaway

Gar Conaway
Sales Manager

Please return this quote with your signature of approval.

Name & Title

Date of Acceptance

G:\BIDS BY YEAR\2018 Bids\2180325 Lamar CISD Foster HS, Briscoe JHS, Field House Dual Duct Terminal Unit Testing\BILLING\2180325-1-2 Proposal.doc

INFORMATION ITEM: 2018-2019 SUMMER SCHOOL

Each summer, Lamar CISD provides identified students with opportunities to attend a summer academic program.

PK/K LEP Summer School Program

Bilingual/ESL students advancing from pre-kindergarten to kindergarten and from kindergarten to first grade will be offered a program to address the affective, linguistic, and cognitive needs of English Language Learners. The instructional program will focus on language development and essential knowledge and skills appropriate to the level of the student. To be eligible for enrollment: a student must be eligible for admission to kindergarten or to Grade 1 at the beginning of the next school year and must be an English learner; and a parent or guardian must have approved placement of the English learner in the required bilingual or ESL program.

Elementary 5th Grade SSI

Students in grade 5 who did not meet the Approaches Grade Level standard on the Reading STAAR test or the Math STAAR test will receive intensive accelerated reading and math instruction. These students will take the STAAR Reading assessment (third administration) and/or the STAAR Math assessment (third administration) as a part of Summer School.

Required Student SSI (8th) and EOC (High School) Tutorials & Re-Test Academy

Students who did not meet the Approaches Grade Level standard on the Reading or Math STAAR assessment or a high school EOC assessment will receive intensive accelerated instruction in preparation for the STAAR/EOC re-assessment.

Secondary Summer School: Session #1 & #2

Students in grades 6th, 7th & 8th who did not successfully pass their core content course will be required to attend summer school to receive intensive accelerated remediation in preparation for the next grade level.

Students in grades 8th, 9th, 10th, 11th, and 12th are eligible to take original credit courses during summer school. Students needing to recover credits in the core content courses are eligible for credit restoration credit during summer school.

Special Education

Special Education and ELL students who meet eligibility criteria at a grade level will be included in the programs above. Special education students who are expected to regress over the summer months will be provided extended school year (ESY) services specified on an individual basis by the ARD/IEP committee. Summer Blast is a reading and math program developed for students based on teacher recommendations and ARD committee approval to maintain their understanding of reading and math strategies and concepts over the summer. Through the use of direct, small group interventions, games and computer-based programs students will receive intensive interventions in a fun-filled environment.

Funding for the summer 2019 programs will be provided through Local Budget, State Compensatory Education (SCE), Part A funds and IDEA B Consolidated Grant.

Resource Persons: Valerie Vogt, Chief Academic Officer
Linda Lane, Assistant Superintendent, Elementary Education
Dr. Terri Mossige, Assistant Superintendent, Secondary Education



Lamar Consolidated ISD

Summer 2019



Elementary Summer School Schedule:

PK/K LEP Summer School Program:

- Monday, June 10 – Wednesday, July 3, 2019
- Work Day: 7:15 a.m. – 2:45 p.m./Instructional Day: 7:45 a.m. – 2:30 p.m.
- Location: Pending
- Tuition: No Cost

Elementary 5th Grade SSI:

- Monday, June 10 – Wednesday, June 26, 2019
- Work Day: 7:15 a.m. – 2:45 p.m./Instructional Day: 7:30 a.m. – 2:30 p.m.
- Location: Pending
- Tuition: No Cost

Secondary Summer School Schedule:

Summer School Registration opens on Monday, April 2, 2019

SSI/EOC Tutorials & Re-Test Session (Location: TBD)

- Monday, June 10 – Friday, June 21, 2019: SSI & EOC Tutorials
- Monday, June 24 – Friday, June 28, 2019: SSI & EOC Re-Tests
- Work Day: 8:00 a.m. – 4:00 p.m./Instructional Day: 8:15 a.m. – 3:30 p.m.
- Tuition: No Cost

Session #1: Summer School (Location: TBD)

- Monday, July 1 – Wednesday, July 17, 2019
- Closed Thursday, July 4, 2019
- Staff Preparation Work Day: Friday, June 28, 2019
- Work Day: 8:00 a.m. – 4:00 p.m./Instructional Day: 8:15 a.m. – 3:30 p.m.
- Tuition:
 - a. Original Credit: \$150.00 per session/Free & Reduced scholarships available
 - b. Credit Restoration: No Cost

Session #2: Summer School (Location: TBD)

- Thursday, July 18 – Friday, August 2, 2019
- Work Day: 8:00 a.m. – 4:00 p.m./Instructional Day: 8:15 a.m. – 3:30 p.m.
- Tuition: Same as Session #1

INFORMATION ITEM: SCHOOL BOARD RECOGNITION MONTH

January 2019 is School Board Recognition Month—a great time to focus on the crucial role an elected board of trustees plays in our communities and schools. School board members are the largest group of publicly-elected officials in Texas.

This year's School Board Recognition Month theme is "Planting Seeds of Success," highlighting the important role our board plays in shaping the lives of our children and communities.

School board members exemplify local citizen control and decision-making in education. They volunteer hundreds of hours and an immeasurable amount of energy to assure our schools are providing the best education possible for the children of our community.

Here are some reasons we are taking this opportunity to show them our appreciation during School Board Recognition Month in January:

- School board members are citizens whose decisions affect our children—what they learn, who will teach them and what kinds of facilities house their classrooms. These are men and women elected to establish the policies that provide the framework for our public schools. They represent us and take this responsibility seriously by attending lengthy—sometimes challenging—meetings, conferences and institutes. They also broaden their knowledge about education during numerous conversations about the schools and in sessions before the Texas Legislature.
- Our school board is one of more than 1,000 such boards across the state. These boards enable us to have local control of public schools, meaning that decisions are made by local, elected representatives who understand the community's unique problems, values, culture and circumstances.
- Too often we neglect to recognize the dedication and hard work of these men and women who represent us. The staff and students of our school district are asking all local citizens to take a moment to tell a school board member "thanks for caring about our children's education." So, many thanks to the dedicated men and women who make it possible for local citizens to have a say about education in our communities. We salute the public servants of Lamar CISD whose dedication and civic responsibility make local control of public schools in our community possible. We applaud them for their vision and voice to help shape a better tomorrow.

Resource Persons: Dr. Thomas Randle, Superintendent of Schools
Mike Rockwood, Chief of Staff
Lindsey Sanders, Director of Community Relations

Resolution

WHEREAS, the mission of public schools is to meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world; and

WHEREAS, local school board members are committed to children and believe that all children can be successful learners and that the best education is tailored to the individual needs of the child; and

WHEREAS, local school board members work closely with parents, educational professionals and other community members to create the educational vision we want for our students; and

WHEREAS, local school board members are responsible for ensuring the structure that provides a solid foundation for our school system; and

WHEREAS, local school board members are strong advocates for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district;

THEREFORE, I do hereby declare my appreciation to the members of the Lamar Consolidated Independent School District Board of Trustees and proclaim the month of January 2019 as **SCHOOL BOARD RECOGNITION MONTH** in Lamar CISD. I urge all citizens to join in recognizing the dedication and hard work of local school board members and in working with them to mold an education system that meets the needs of both today's and tomorrow's children.

Signed this 20th day of December 2018.



Thomas Randle

Thomas Randle, Ed.D.
Superintendent of Schools

**INFORMATION ITEM: TAX COLLECTION REPORT
(AS OF NOVEMBER 30, 2018)**

- Exhibit "A" gives the LCISD collections made during the month of November 30, 2018.
- Exhibit "B" gives the total LCISD collections made this school year from September 1, 2018 through August 31, 2019.
- Exhibit "C" shows the LCISD collections made month-by-month of the 2018-19 roll as compared to prior years. Through November 30, 2018, LCISD had collected 4.7 % of the 2018-19 roll.
- Exhibit "D" shows the total collections made as compared to the amount that was budgeted for 2018-2019.
- Exhibit "E" shows the LCISD tax collection analysis for the last six years.

Resource Person: Jill Ludwig, CPA, RTSBA, Chief Financial Officer

**Lamar Consolidated ISD
Tax Collections
November 2018**

Year	Taxes Paid	Penalty & Interest	Collection Fees	Total Payments	General Fund Taxes Paid	General Fund P & I & Collection Fees	Debt Service Taxes Paid	Debt Service P & I & Collection Fees
18	\$ 9,875,285.55	\$ -	\$ -	\$ 9,875,285.55	\$ 7,530,791.44	\$ -	\$ 2,344,494.11	\$ -
17	\$ 76,378.88	\$ 20,245.88	\$ 21,691.20	\$ 118,315.96	\$ 57,147.60	\$ 36,839.32	\$ 19,231.28	\$ 5,097.76
16	\$ 36,995.91	\$ 4,403.80	\$ 3,335.16	\$ 44,734.87	\$ 27,680.70	\$ 6,630.12	\$ 9,315.21	\$ 1,108.84
15	\$ 36,995.95	\$ 1,815.74	\$ 1,156.61	\$ 39,968.30	\$ 27,680.81	\$ 2,515.17	\$ 9,315.14	\$ 457.18
14	\$ 38,082.92	\$ 1,774.15	\$ 987.11	\$ 40,844.18	\$ 28,494.06	\$ 2,314.52	\$ 9,588.86	\$ 446.74
13	\$ 38,932.33	\$ 1,777.34	\$ 911.27	\$ 41,620.94	\$ 29,129.58	\$ 2,241.11	\$ 9,802.75	\$ 447.50
12	\$ 2,034.18	\$ 905.54	\$ 442.90	\$ 3,382.62	\$ 1,521.99	\$ 1,120.43	\$ 512.19	\$ 228.01
11	\$ 701.12	\$ 491.09	\$ 185.95	\$ 1,378.16	\$ 514.51	\$ 546.33	\$ 186.61	\$ 130.71
10	\$ 386.40	\$ 369.62	\$ 126.45	\$ 882.47	\$ 288.84	\$ 402.75	\$ 97.56	\$ 93.32
09	\$ 370.04	\$ 394.97	\$ 129.79	\$ 894.80	\$ 308.46	\$ 460.48	\$ 61.58	\$ 64.28
08	\$ 327.47	\$ 378.92	\$ 116.69	\$ 823.08	\$ 277.21	\$ 439.68	\$ 50.26	\$ 55.93
07	\$ 168.54	\$ 196.19	\$ 47.51	\$ 412.24	\$ 137.21	\$ 208.89	\$ 31.33	\$ 34.81
06	\$ 218.29	\$ 276.18	\$ 64.18	\$ 558.65	\$ 187.88	\$ 301.96	\$ 30.41	\$ 38.40
05	\$ 174.03	\$ 282.57	\$ 90.97	\$ 547.57	\$ 147.17	\$ 329.87	\$ 26.86	\$ 43.67
04	\$ 252.60	\$ 381.39	\$ 88.89	\$ 722.88	\$ 216.59	\$ 414.32	\$ 36.01	\$ 55.96
03	\$ 252.29	\$ 407.49	\$ 69.67	\$ 729.45	\$ 217.56	\$ 418.58	\$ 34.73	\$ 58.58
02	\$ 1,102.63	\$ 2,152.61	\$ 457.90	\$ 3,713.14	\$ 1,007.07	\$ 2,424.47	\$ 95.56	\$ 186.04
01	\$ 1,301.86	\$ 2,707.35	\$ 569.92	\$ 4,579.13	\$ 1,187.62	\$ 3,040.14	\$ 114.24	\$ 237.13
00	\$ 239.40	\$ 458.72	\$ 72.17	\$ 770.29	\$ 229.47	\$ 517.00	\$ 9.93	\$ 13.89
99	\$ 236.40	\$ 476.77	\$ 73.34	\$ 786.51	\$ 227.68	\$ 537.21	\$ 8.72	\$ 12.90
98	\$ 256.80	\$ 551.91	\$ 86.58	\$ 895.29	\$ 249.97	\$ 627.85	\$ 6.83	\$ 10.64
97 & prior	\$ 1,897.15	\$ 4,337.83	\$ 535.79	\$ 6,770.77	\$ 1,825.86	\$ 4,736.03	\$ 71.29	\$ 137.59
Totals	\$ 10,112,590.74	\$ 44,786.06	\$ 31,240.05	\$ 10,188,616.85	\$ 7,709,469.28	\$ 67,066.23	\$ 2,403,121.46	\$ 8,959.88

**Lamar Consolidated ISD
Tax Collections
September 1, 2018-August 31, 2019
(Year-To-Date)**

Year	Original Tax	Adjustments	Adjusted Tax	Taxes Paid	Penalty & Interest	Collection Fees	Total Payments	Total Taxes 11/30/18
18	\$ 218,981,333.65	\$ 1,400,121.96	\$ 220,381,455.61	\$ 10,303,858.00	\$ -	\$ -	\$ 10,303,858.00	\$ 210,077,597.61
17	\$ 1,850,926.53	\$ 33,550.54	\$ 1,884,477.07	\$ 435,729.37	\$ 98,403.83	\$ 108,431.94	\$ 642,565.14	\$ 1,448,747.70
16	\$ 669,546.50	\$ 108,991.53	\$ 778,538.03	\$ 104,652.45	\$ 25,673.46	\$ 18,879.78	\$ 149,205.69	\$ 673,885.58
15	\$ 437,655.28	\$ 125,901.05	\$ 563,556.33	\$ 67,947.12	\$ 11,103.21	\$ 7,539.03	\$ 86,589.36	\$ 495,609.21
14	\$ 314,941.66	\$ 135,176.47	\$ 450,118.13	\$ 64,116.59	\$ 9,972.09	\$ 5,960.44	\$ 80,049.12	\$ 386,001.54
13	\$ 268,732.08	\$ 142,869.67	\$ 411,601.75	\$ 59,285.23	\$ 8,073.52	\$ 4,290.75	\$ 71,649.50	\$ 352,316.52
12	\$ 227,946.06	\$ 1,083.08	\$ 229,029.14	\$ 9,328.47	\$ 5,706.80	\$ 2,730.42	\$ 17,765.69	\$ 219,700.67
11	\$ 196,175.99	\$ 63.17	\$ 196,239.16	\$ 3,700.24	\$ 2,624.16	\$ 1,091.77	\$ 7,416.17	\$ 192,538.92
10	\$ 176,165.60	\$ (261.86)	\$ 175,903.74	\$ 3,502.21	\$ 3,142.48	\$ 1,167.85	\$ 7,812.54	\$ 172,401.53
09	\$ 151,722.30	\$ (1,184.25)	\$ 150,538.05	\$ 2,483.68	\$ 2,644.40	\$ 987.89	\$ 6,115.97	\$ 148,054.37
08	\$ 149,819.98	\$ (680.46)	\$ 149,139.52	\$ 2,291.22	\$ 2,658.91	\$ 823.69	\$ 5,773.82	\$ 146,848.30
07	\$ 74,435.76	\$ (1,091.41)	\$ 73,344.35	\$ 1,782.10	\$ 2,238.38	\$ 631.54	\$ 4,652.02	\$ 71,562.25
06	\$ 82,021.69	\$ (1,325.58)	\$ 80,696.11	\$ 1,771.12	\$ 2,457.88	\$ 611.88	\$ 4,840.88	\$ 78,924.99
05	\$ 127,295.32	\$ (1,162.16)	\$ 126,133.16	\$ 914.67	\$ 1,378.51	\$ 418.15	\$ 2,711.33	\$ 125,218.49
04	\$ 47,512.32	\$ (605.02)	\$ 46,907.30	\$ 925.38	\$ 1,416.64	\$ 383.49	\$ 2,725.51	\$ 45,981.92
03	\$ 37,419.62	\$ (606.48)	\$ 36,813.14	\$ 1,196.49	\$ 1,916.13	\$ 272.72	\$ 3,385.34	\$ 35,616.65
02	\$ 25,088.38	\$ (509.85)	\$ 24,578.53	\$ 1,738.94	\$ 3,254.58	\$ 548.61	\$ 5,542.13	\$ 22,839.59
01	\$ 23,001.31	\$ -	\$ 23,001.31	\$ 4,728.36	\$ 9,802.74	\$ 2,097.48	\$ 16,628.58	\$ 18,272.95
00	\$ 20,737.11	\$ -	\$ 20,737.11	\$ 859.81	\$ 1,629.68	\$ 280.16	\$ 2,769.65	\$ 19,877.30
99	\$ 19,148.95	\$ -	\$ 19,148.95	\$ 1,729.64	\$ 3,786.65	\$ 733.63	\$ 6,249.92	\$ 17,419.31
98	\$ 10,331.94	\$ -	\$ 10,331.94	\$ 439.81	\$ 967.58	\$ 168.13	\$ 1,575.52	\$ 9,892.13
97 & prior	\$ 20,665.65	\$ 760.35	\$ 21,426.00	\$ 2,237.14	\$ 5,139.14	\$ 672.68	\$ 8,048.96	\$ 19,188.86
Totals	\$223,912,623.68	\$1,941,090.75	\$225,853,714.43	\$11,075,218.04	\$203,990.77	\$158,722.03	\$11,437,930.84	\$214,778,496.39

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION ANALYSIS
PERCENT Y-T-D BY MONTH
FOR CURRENT LEVY ONLY**

MONTH	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08
SEPT	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
OCT	0.2%	0.0%	0.0%	0.1%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
NOV	4.7%	0.5%	3.2%	3.2%	2.2%	7.4%	1.9%	2.6%	3.9%	1.9%	1.7%	2.8%
DEC		51.4%	50.3%	49.0%	45.3%	45.3%	33.1%	30.2%	33.3%	25.9%	35.4%	31.9%
JAN		83.9%	87.2%	83.9%	82.0%	86.2%	82.9%	82.3%	84.1%	80.7%	80.4%	59.6%
FEB		95.7%	95.6%	95.4%	95.1%	95.5%	95.5%	94.8%	94.3%	93.3%	92.8%	93.5%
MAR		96.9%	96.9%	96.9%	96.8%	97.0%	96.8%	96.4%	96.1%	95.0%	94.8%	95.1%
APR		97.6%	97.5%	97.6%	97.9%	97.8%	97.6%	97.1%	96.9%	96.0%	95.6%	95.9%
MAY		98.2%	98.2%	98.4%	98.2%	98.2%	98.1%	97.9%	97.6%	96.5%	96.4%	96.7%
JUNE		98.6%	98.6%	98.7%	98.6%	98.7%	98.6%	98.3%	98.2%	97.4%	97.2%	97.4%
JULY		98.9%	98.9%	99.0%	98.9%	99.0%	99.0%	98.7%	98.6%	98.0%	97.9%	98.0%
AUG		99.1%	99.1%	99.2%	99.0%	99.2%	99.1%	98.9%	98.8%	98.2%	98.2%	98.2%

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
2018-19 TAX COLLECTIONS
AS OF NOVEMBER 30, 2018**

TAX YEAR LCISD TAXES	SCHOOL YEAR	BUDGET AMOUNT	COLLECTIONS 11/30/2018	% OF BUDGET COLLECTED
2018	2018-2019	\$ 217,514,450	\$ 10,303,858	4.74%
2017 & Prior	2017-18 & Prior	\$ 2,100,000	\$ 771,360	36.73%
TOTAL		\$ 219,614,450	\$ 11,075,218	5.04%

**LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
TAX COLLECTION REPORT
AS OF NOVEMBER 30, 2018**

SCHOOL YEAR TAX YEAR	2013-14 2013	2014-15 2014	2015-16 2015	2016-17 2016	2017-18 2017	2018-19 2018
COLLECTION YEAR						
1 Orig. Levy	\$ 142,546,726	\$ 153,118,133	\$ 173,016,530	\$ 190,749,742	\$ 206,293,212	\$ 218,981,334
1 Collections	\$ 148,220,912	\$ 160,220,428	\$ 178,028,558	\$ 195,553,464	\$ 206,646,042	\$ 10,303,858
Adj. To Roll	\$ 6,929,880	\$ 8,680,375	\$ 6,473,810	\$ 6,618,386	\$ 2,203,756	\$ 1,400,122
2 Collections	\$ 739,176	\$ 1,201,706	\$ 745,585	\$ 1,046,154	\$ 435,729	
Adj. To Roll	\$ 242,601	\$ 165,920	\$ (149,323)	\$ (98,963)	\$ 33,551	
3 Collections	\$ 333,212	\$ 305,374	\$ 192,822	\$ 104,652		
Adj. To Roll	\$ (49,699)	\$ 102,657	\$ 63,603	\$ 108,992		
4 Collections	\$ 211,870	\$ 215,732	\$ 67,947			
Adj. To Roll	\$ 113,341	\$ 191,096	\$ 125,901			
5 Collections	\$ 202,024	\$ 64,117				
Adj. To Roll	\$ 193,077	\$ 135,176				
6 Collections	\$ 59,285					
Adj. To Roll	\$ 142,870					
TOTAL:						
COLLECTIONS	\$ 149,766,480	\$ 162,007,356	\$ 179,034,912	\$ 196,704,271	\$ 207,081,771	\$ 10,303,858
ADJUSTED TAX ROLL	\$ 150,118,796	\$ 162,393,357	\$ 179,530,521	\$ 197,378,157	\$ 208,530,519	\$ 220,381,456
BALANCE TO BE COLLECTED	\$ 352,317	\$ 386,002	\$ 495,609	\$ 673,886	\$ 1,448,748	\$ 210,077,598
ADJ. TAXABLE VALUE	\$ 10,799,524,942	\$ 11,682,555,104	\$ 12,915,400,248	\$ 14,199,356,639	\$ 15,001,655,984	\$ 15,854,780,979
TOTAL % COLLECTIONS AS OF NOVEMBER 30, 2018	99.8%	99.8%	99.7%	99.7%	99.3%	4.7%
TAX RATE	1.39005	1.39005	1.39005	1.39005	1.39005	1.39000

INFORMATION ITEM: PAYMENTS FOR CONSTRUCTION PROJECTS

Below is a list of invoices that have been approved for payment.

Ally Roofing Services (Austin ES)	Application # 4	\$	40,082.80
Argio Roofing & Construction (Seguin ECC)	Application # 3	\$	53,428.00
Beam Professionals (Austin ES Roof)	Application # 3	\$	3,261.27
Beam Professionals (Austin ES Roof)	Application # 4	\$	1,958.48
Beam Professionals (Seguin ECC Roof)	Application # 2	\$	2,502.49
Beam Professionals (Seguin ECC Roof)	Application # 3	\$	2,502.50
C.A. Walker Construction (Support Services Center)	Application # 16r	\$	699,394.32
Drymalla Construction (Carter ES)	Application # 16	\$	52,172.48
Drymalla Construction (Carter ES)	Application # 17	\$	1,002,757.50
Drymalla Construction (Culver ES)	Application # 6	\$	1,167,071.20
Drymalla Construction (Fulshear HS Shell Space)	Application # 6	\$	69,659.35
Drymalla Construction (Roberts MS)	Application # 6	\$	1,475,702.45
Estes, McClure and Associates, Inc. (Carter ES)	Application # 2	\$	17,680.00
Estes, McClure and Associates, Inc. (Foster HS Natatorium)	Application # 1	\$	6,800.00

Estes, McClure and Associates, Inc. (Fulshear HS Natatorium)	Application # 1	\$	6,800.00
Estes, McClure and Associates, Inc. (George Ranch HS Natatorium)	Application # 1	\$	6,800.00
Fort Bend MUD #5 (Culver ES)	Application # 1	\$	45,726.00
KCI Technologies (Foster HS Water Well)	Application # 6	\$	10,960.00
Kelly Kaluza & Associates (HS/JHS Complex #6)	Application # 1	\$	6,860.00
PBK Architects (Campbell/Dickinson Track & Turf)	Application # 12	\$	618.45
PBK Architects (Campbell/Dickinson Track & Turf)	Application # 13	\$	618.45
PBK Architects (Foster HS Natatorium)	Application # 22	\$	3,001.98
PBK Architects (Fulshear HS Natatorium)	Application # 22	\$	2,921.24
PBK Architects (George Ranch HS Natatorium)	Application # 22	\$	5,353.53
PBK Architects (Roberts MS)	Application # 12	\$	35,047.64
PBK Architects (Support Services)	Application # 18	\$	23,611.73
PBK Architects (Terry HS Baseball/Softball Complex)	Application # 18	\$	515.83
ProComputing (Carter ES)	Application # 1	\$	308.75
Terracon (Culver ES)	Application # 7	\$	5,751.00

Terracon (Roberts MS)	Application # 7	\$	2,769.75
Turner Construction (Foster HS Natatorium)	Application # 15	\$	11,724.90
Turner Construction (Fulshear HS Natatorium)	Application # 15	\$	11,724.90
Turner Construction (George Ranch HS Natatorium)	Application # 15	\$	4,961.85
VLK Architects (Culver ES – Reimbursables)	Application # 9	\$	1,114.79
VLK Architects (Lamar CHS Band Hall)	Application # 10	\$	2,100.00
VLK Architects (Lamar CHS Band Hall – Reimbursables)	Application # 9	\$	507.88
VLK Architects (Terry HS Band Hall)	Application # 10	\$	1,800.00
VLK Architects (Terry HS Band Hall – Reimbursables)	Application # 10	\$	507.88
Vanir, Rice & Gardner (2014 Bond Program)	Application # 40	\$	54,545.00
Vanir, Rice & Gardner (2014 Bond Program)	Application # 41	\$	54,545.00
W.W. Payton Corp. (Foster HS Water Plant Upgrades)	Application # 2	\$	82,475.00
Winning Way Services (Foster HS Natatorium)	Application # 2	\$	675.00
Winning Way Services (George Ranch HS Natatorium)	Application # 2	\$	675.00

Resource Persons: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities & Planning

EXECUTIVE SUMMARY

Bond Sale 1	Current Budget	Committed	Projected Commitments	Actuals Paid	Estimated Cost at Completion
Carl Briscoe Bentley Elementary (#24)	22,010,055.00	22,004,459.00	5,596.00	21,330,252.28	22,010,055.00
Kathleen Joerger Lindsey Elementary (#25)	23,770,861.00	22,265,663.00	1,505,198.00	20,238,604.58	22,265,663.00
Don Carter Elementary School (#26)	24,959,404.00	24,074,154.00	885,250.00	22,837,711.35	24,959,404.00
FHS Baseball	40,000.00	29,250.00	10,750.00	29,250.00	29,250.00
FHS Water Plant	990,000.00	717,025.00	272,975.00	644,329.50	990,000.00
HVAC Web Controls	1,056,000.00	539,600.00	516,400.00	446,302.24	1,056,000.00
LCHS Band Hall	700,000.00	683,092.00	16,908.00	565,445.41	700,000.00
Pink Elementary- Foundation	1,056,000.00	1,046,744.57	9,255.43	1,040,409.39	1,046,744.57
Natorium - Foster High School	8,648,880.00	8,623,654.19	25,225.81	8,558,755.93	8,648,880.00
Natorium - Fulshear High School	8,832,167.00	8,683,939.00	148,228.00	8,520,690.15	8,832,167.00
Natorium - George Ranch High School	9,086,569.00	9,001,276.00	85,293.00	8,886,137.41	9,086,569.00
Support Services Center	12,146,000.00	11,434,545.74	711,454.26	8,689,480.38	12,146,000.00
THS Band Hall	700,000.00	691,067.00	8,933.00	615,747.77	700,000.00
*THS Baseball	2,400,000.00	2,399,200.42	799.58	2,387,203.72	2,400,000.00
Sub Total - Bond Sale 1	116,395,936.00	112,193,669.92	4,202,266.08	104,790,320.11	114,870,732.57
Bond Sale 2					
Thomas R. Culver, III Elementary School	24,959,404.00	21,692,121.00	3,267,283.00	9,152,865.94	24,959,404.00
Tamarron Elementary School	26,207,374.00	1,002,385.00	25,204,989.00	736,292.00	26,207,374.00
James W. Roberts Middle School	22,342,493.00	21,396,932.00	945,561.00	10,115,527.54	22,342,493.00
Fulshear HS Shell	3,849,077.00	1,727,045.00	2,122,032.00	1,652,888.49	3,849,077.00
Satellite Ag Barn	3,786,750.00	189,000.00	3,597,750.00	0.00	3,786,750.00
Sub Total - Bond Sale 2	81,145,098.00	46,007,483.00	35,137,615.00	21,657,573.97	81,145,098.00
Grand Total	197,541,034.00	158,201,152.92	39,339,881.08	126,447,894.08	196,015,830.57

* Budget increased at August 18, 2016 Board Meeting

Additional Projects	Current Budget	Committed	Projected Commitments	Actuals Paid	Estimated Cost at Completion
Access Controls	800,000.00	596,798.00	203,202.00	476,734.01	800,000.00
Huggins Elementary School	700,000.00	656,442.48	43,557.52	648,178.55	654,162.00
Chiller Replacement	1,200,000.00	1,027,572.50	172,427.50	1,024,058.27	1,027,573.00
Site Lighting	1,600,000.00	1,383,710.00	216,290.00	1,136,756.35	1,600,000.00
Grand Total	4,300,000.00	3,664,522.98	635,477.02	3,285,727.18	4,081,735.00

PROGRAM OVERVIEW

Vanir | Rice & Gardner, A Joint Venture, is serving as the Program Manager for the 2014 Bond Program for Lamar CISD. In this role, we manage individual projects and coordinate with architects and contractors. We are the liaison between LCISD Administration, Departments, and Schools and coordinate all activities necessary to complete each project.

We also provide program-wide oversight and look for efficiencies, cost reduction, and quality assurance opportunities.

Accomplishments This Month:

- Completed punch list on HVAC Controls.
- Final acceptance for Foster Water Plant
- Final acceptance of Fulshear HS Shell space.
- Final acceptance of Carter Elementary School

THOMAS R. CULVER III ELEMENTARY SCHOOL



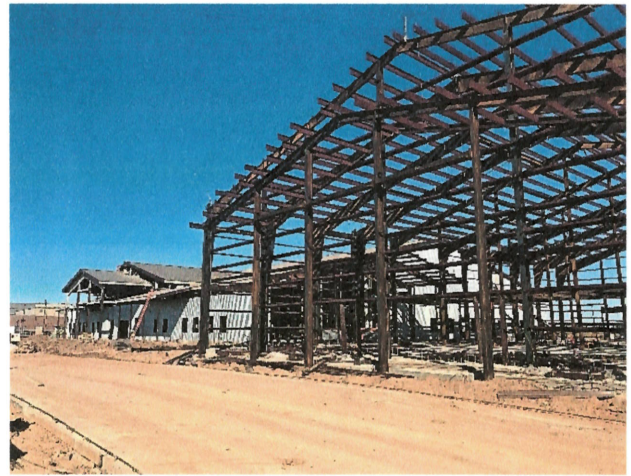
SCHEDULE MILESTONES:

- Current Phase: Construction
- Construction Start: May 2018
- Construction Completion: July 2019

OVERVIEW:

- Construction is 45% complete.
- Electrical and gas utilities in progress.

ROBERTS MIDDLE SCHOOL



SCHEDULE MILESTONES:

- Current Phase: Construction
- Construction Start: May 2018
- Construction Completion: July 2019

OVERVIEW

- Construction is 45% complete.
- Structural steel framing is complete.
- Standing seam roof and insulation continues.
- 80% of concrete drives and parking areas are complete.

MAINTENANCE & OPERATIONS FACILITY [BG1]



SCHEDULE MILESTONES:

- Current Phase: Warranty

OVERVIEW:

- Warranty corrections being addressed

SUPPORT SERVICES FACILITY



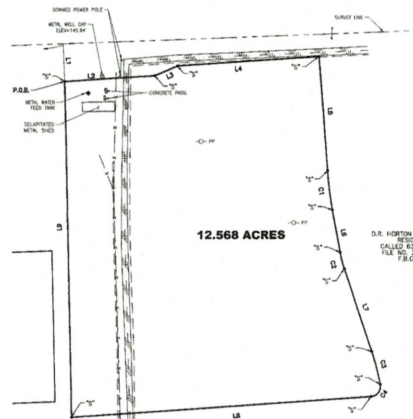
SCHEDULE MILESTONES:

- Current Phase: Construction
- Construction Start: May 2018
- Construction Completion: March 28, 2019
(Contractors' proposed completion date as of 10/30/2018)

OVERVIEW:

- Roofing base sheet is complete.
- Mechanical, Electrical and Plumbing rough-in in progress in area A.
- Finishes in progress at area B/C.
- Exterior sheathing installation is underway.
- Cooler/Freezer shell is complete.
- Targeting Owner occupancy of areas B and C by 12/28

TAMARRON ELEMENTARY SCHOOL



SCHEDULE MILESTONES:

- Current Phase: Design
- Construction Start: April 2019
- Construction Completion: June 2020

OVERVIEW:

- Topography and Platting Survey approved at November Board and is proceeding
- Geotech Proposal going to December Board.
- Commissioning Proposal going to December Board.
- Traffic Study going to December Board
- Design Development Review Meeting to be held December 13, 2018.

BAND HALL ADDITIONS

Terry High School



SCHEDULE MILESTONES:

- Current Phase: Complete

Lamar Consolidated High School



OVERVIEW:

- All scope of work is complete.
- Close-out Documents are underway.
- Final acceptance planned for December Board Meeting.

NATATORIUMS

George Ranch High School | Foster High School | Fulshear High School



George Ranch High School



Fulshear High School



Foster High School

SCHEDULE MILESTONES:

- Current Phase: Close-Out
- Construction Start: July 2017
- Construction Completion: August 31, 2018

OVERVIEW:

- Swim meets have successfully taken place.
- Punch list is 95% complete.
- Project closeout scheduled for January Board meeting.

HVAC WEB-BASED CONTROLS



SCHEDULE OVERVIEW:

- Current Phase: Complete

OVERVIEW:

- All Graphics are updated.
- Close-out Documents are underway.
- Final acceptance at November Board Meeting.

ACCESS CONTROLS



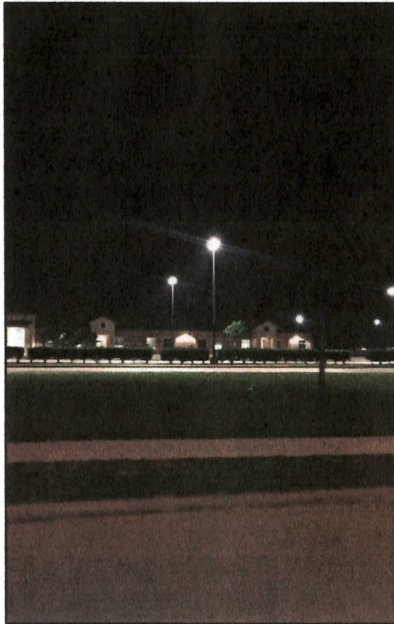
SCHEDULE OVERVIEW:

- Current Phase: Closeout
- Construction Start: 4th Quarter 2017
- Construction Completion: October 2018

OVERVIEW:

- Phase 2 sites Door hardware installation is complete.
- Support Services Hardware is pending installation.
- Close-out documents are underway.

SITE LIGHTING



SCHEDULE OVERVIEW:

- Current Phase: Close out
- Construction Start: 4th Quarter 2017
- Construction Completion: December 2018

OVERVIEW:

- Original Scope and Phase 2 fixtures have been completed.
- Warranty Items are in progress.
- Close-out documents are underway.

FUTURE PROJECTS

SATELLITE AG BARN #3

SCHEDULE MILESTONES:

- Current Phase: Program Development
- Construction Start: Pending Site Selection

OVERVIEW:

- Satellite Ag Barn #2 and #3 have been programmed together
- Project is on hold until a site has been identified

COMPLETED PROJECTS

Foster High School Baseball Scoreboard	Completed March 2016
Bentley Elementary School	Completed December 2016
Huggins Elementary School New Parent Drive	Completed May 2017
Lindsey Elementary School	Completed October 2017
Pink Elementary School Repairs	Completed November 2017
Chiller Replacement at six schools	Completed November 2017
Baseball Complex Renovations at Terry HS	Completed June 2018
Foster High School Natatorium	Completed August 2018
Fulshear High School Natatorium	Completed August 2018
George Ranch High School Natatorium	Completed August 2018
Carter Elementary School	Completed August 2018
Fulshear High School Shell Space	Completed August 2018

INFORMATION ITEM: 2017 BOND REFERENDUM CONSTRUCTION UPDATE

Construction Manager Agent (CMA)

Negotiations are on-going with Rice & Gardner.

Long Range Plan

PBK Fee Proposal is on December School Board meeting agenda.

Austin ES & Sequin ECC Re-Roofing

Austin ES:

Project is closed-out – Warranty period is on-going.

Sequin ECC:

Tear off and roof replacement is 90%.

Top sheet 38% installed.

Rain has delayed progress.

Classroom Intruder Equipment Install & Retrofit

The new electrified hardware is installed with some minor adjustment still in process.

Classroom intruder locks are being installed a rate of 2 campuses per night typically. Classroom locks are scheduled to be installed by January 1.

Terry HS & George JHS New Serving Lines

Terry HS New Cafeteria Serving Line:

First serving line is in operation. Additional serving line upgrades are in the design process currently.

George JHS Cafeteria Serving Line:

First serving line is in operation. Additional serving line upgrades are in the design process currently.

HS 6 & JHS 6

- Design Review meeting scheduled for December 17.
- Design Development Presentation set for January School Board Meeting.
- Geotechnical borings are being drilled on site.
- Topographic survey is complete.
- Traffic Study and Commissioning proposals are on December School Board meeting agenda.

2017 Bond Referendum summary

Project	Budget	Encumbered	Unencumbered
Austin Roof Replacement	\$1,900,000.00	\$854,317.00	\$1,045,683.00
Seguin Early Childhood Roof Replacement	\$1,900,000.00	\$983,211.00	\$916,789.00
Terry High Serving Line	\$650,000.00	\$201,586.32	\$448,413.68
George Junior High Serving Line	\$650,000.00	\$183,413.68	\$466,586.32
New High School #6	\$126,500,000.00	\$3,234,936.00	\$123,265,064.00
New Junior High #6	\$62,000,000.00	\$1,606,688.00	\$60,393,312.00
Technology	\$34,326,000.00	\$1,950,635.30	\$32,375,364.70

Resource person: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director Facilities & Planning

INFORMATION ITEM: PROJECTS FUNDED BY 2011 AVAILABLE BOND FUNDS

The list below are projects that the Board has approved to move forward with 2011 available funds:

DISTRICT FENCE PROJECT:

CSP #37-2016ML was approved at the September 2016 Regular Board Meeting. This project is now complete and closed.

Project Budget \$450,000

CHILLER REPLACEMENT PROJECT:

VANIR Rice & Gardner are managing this project. Estes, McClure and Associates were approved at the September 2016 Regular Board Meeting. CSP 03-2017VRG was Board approved in November 2016 to American Mechanical Services. Project is complete.

Project budget \$1,200,000

PARKING LOT LIGHTING RETROFIT:

VANIR Rice & Gardner are managing this project. Siemens has completed the original scope. Final inspections and night audits are underway. The fixtures for phase 2 sites have been completed. Closeout documents are underway.

Project Budget \$1,600,000

HUGGINS PARKING AND PARENT DROPOFF:

VANIR Rice & Gardner are managing this project. This project is complete. Substantial Completion was January 17th. Project is complete and closed.

Project Budget \$700,000

ACCESS CONTROL PROJECT:

VANIR Rice & Gardner are managing this project. Phase 1 is complete. Phase 2 installation is complete. Support Services hardware is pending. Closeout documents are underway.

Access Control Budget \$800,000

TERRY HIGH BASEBALL PROJECT:

VANIR Rice & Gardner are managing this project. This project is a 2014 Bond project with additional funds from the 2011 Available Bond Funds. This project is now complete and closed.

Additional Budget of \$1,425,000

TOTAL BUDGET FOR AVAILABLE FUND PROJECTS = \$6,175,000

Resource Persons: Leslie Haack, Deputy Superintendent of Support Services
Kevin McKeever, Executive Director of Facilities & Planning

INFORMATION ITEM: TRANSPORTATION UPDATE

**FALL 2018 QUARTERLY BOARD UPDATE
(August 2018 – December 2018)**

PERSONNEL UPDATES

Drivers leaving department	4
Full-time drivers hired	12
Drivers waiting driving test	2
Bus aides hired	10

Hiring Incentives Paid	Employee	Referrer
Initial	3	2
Six Month	9	5

BUS ACCIDENTS

<i>Date</i>	<i>Bus #</i>	<i>Action</i>	<i>Location</i>	<i>Preventable</i>	<i>Experience</i>
181001	417435	Tail swing hit signpost	Agnes Road	P	11 yrs
181003	290	Went into the ditch after being distracted by flashlight in the dark	Spacek Road	P	7 months
181008	403	Car hit side of bus	FM359	Non P	6 yrs
181026	417434	Truck hit bus in the rear	Magnolia	Non P	4 yrs
181105	317712	Car backed into bus	FM762	Non P	11 yrs
181108	416	Door of a parked truck opened and hit the bus	George Ave	Non P	5 yrs
181112	409	Bus hit the mirrors of another bus	Country Place	P	13 yrs

CO-CURRICULAR AND EXTRA CURRICULAR FIELD TRIPS

Site	Number of Trips	Bus Miles	Sped Bus Miles	Truck Miles	White Fleet Miles
Rosenberg	1364	66,759	992	7293	4020
Fulshear	823	51,175	991	7585	3081

BUS/VEHICLE MAINTENANCE

There were 25 roadside calls for buses requiring roadside assistance. Transportation Department procedure to assist roadside calls is to send one or more mechanics to the site. A replacement bus may be sent at the same time with a mechanic, or a nearby bus may be sent if one is in the area and available.

ROUTING & SCHEDULING

We had the following am/pm home to school routes in operation for the month:

Home to School Routes	Blue Track	Red Track	Gold Track	Maroon Track	Purple Track
Regular	12	45	28	46	22
SPED	9	7	13	6	2
Van	3	2	1		
Displaced Students	31	45	14	12	3

TRANSPORTATION TRAINING

The Transportation Department conducted regular monthly safety meetings, which include all drivers and aides. The monthly safety meetings are scheduled by color track with total of (5) safety meetings a month. In addition, trainings held with department Bus Operation Specialists (BOS's). The Operation Specialists are responsible for creating and balancing routes. Mechanics receive training and topics included cleanliness, safe lifting techniques, and safe road break down procedures.

STUDENT DISCIPLINE

	Fall 2017	Fall 2018
Elementary Referrals	552	558
Secondary Referrals	499	537

FUEL REPORT IS ATTACHED ON THE FOLLOWING PAGE

LAMAR CISD TRANSPORTATION

Activity Summary Report By Account For Product

From: 9/1/18 - 11/30/18

		Number of Transactions	Qty	Amount
Account : 001		VOCATIONAL		
Product :	02 #2 Diesel	30	784.500	\$1,558.55
Account Totals :		30	784.500	\$1,558.55
Account : 034		DISTRIBUTION		
Product :	01 Unleaded	95	1863.600	\$4,033.14
Account Totals :		95	1863.600	\$4,033.14
Account : 050		MAINTENANCE		
Product :	01 Unleaded	737	13400.700	\$27,995.94
Product :	02 #2 Diesel	306	3185.100	\$7,034.60
Account Totals :		1043	16585.800	\$35,030.54
Account : 053		TECHNICAL SERVICES		
Product :	01 Unleaded	68	911.900	\$1,868.57
Account Totals :		68	911.900	\$1,868.57
Account : 060		Transportation		
Product :	01 Unleaded	313	4794.500	\$9,669.70
Product :	02 #2 Diesel	4628	154616.10 0	\$318,394.05
Account Totals :		4941	159410.60 0	\$328,063.75
Account : 080		SECURITY		
Product :	01 Unleaded	185	2816.200	\$5,728.43
Account Totals :		185	2816.200	\$5,728.43
Account : 090		ATHLETICS		
Product :	01 Unleaded	5	23.600	\$49.28
Account Totals :		5	23.600	\$49.28
Account : 78		FOODSERVICE		
Product :	01 Unleaded	63	1141.000	\$2,453.05
Account Totals :		63	1141.000	\$2,453.05

Resource Persons: Leslie Haack, Deputy Superintendent for Operations
Mike Jones, Director of Transportation

INFORMATION ITEM: PARENT INVOLVEMENT UPDATE

Parent Involvement

During Parent Involvement Week (November 12-16), activities were planned for each campus to invite parents to visit and volunteer at their child's campus. Parent Involvement campus and District activities during November, were posted on each individual school and PTO/PTA website, as well as on Facebook and Twitter.

There were several district-wide activities that have been implemented. These included:

- District-wide parent programs such as Veterans' Day and many additional programs
- District web page—posted information on Parent Involvement activities.

Volunteers in Public Schools

The Volunteers in Public Schools (VIPS) program currently has 5,216 volunteers assisting Lamar CISD campuses. Each campus may have a volunteer coordinator who implements volunteer training and oversees parental involvement activities.

Common Threads

Common Threads has assisted 3,243 students with clothing, backpacks, shoes and school supplies since August 11, 2018.

The winter clothing distribution began on October 15, 2018. Winter items will be available to all students and staff until February 25th, 2019. At this point, we will store all winter items to get ready for summer. Students from uniform schools will receive long-sleeved shirts, uniform jackets, pants and coats (additional non-uniform jackets will be given). Non-uniform schools will receive shirts, pants/shorts, and 2 non-uniform jackets. New underwear and socks, as well as shoes, will be given out according to need.

Parent Liaisons

There are four parent liaisons working to increase parent involvement at three Title I campuses. The campuses are Ray, George Junior High, and Lamar Consolidated High School.

The parent liaison's role is to:

- involve and encourage parent participation in their child's education;
- provide valuable learning opportunities for parents to implement at home;
- encourage communication between parents and school personnel; and
- create parental awareness of school policies, procedures, and programs.

In addition, parent liaisons help implement the following campus activities:

- facilitate parent workshops and information sessions;
- help plan and implement activity nights such as math/reading/science nights and weekend projects (fun/educational craft projects for parents/child to work on at home);
- provide campus and community resources to parents via newsletters or email lists;
- translate information and assist with translating during school meetings as needed; and
- promote participation in PAC and SBMT.

Resource Persons: Valerie Vogt, Chief Academic Officer
Dr. Jon Maxwell, Executive Director of Student Programs
Dr. Jennifer Roberts, Student Services Director
Jill Davis, Parent Involvement Facilitator

**INFORMATION ITEM: LAMAR EDUCATIONAL AWARDS FOUNDATION
(L.E.A.F.) UPDATE**

The Lamar Educational Awards Foundation awarded \$451,535 in November to Lamar CISD campuses. The L.E.A.F. “Grant Express” awarded 38 campuses and awarded 205 grants to Lamar CISD teachers. Since 2000, L.E.A.F. has awarded over \$3,812,898 in teaching grants to Lamar CISD campuses.

Year	Number of teaching grants	Total amount
2000	72	\$ 32,559.34
2001	37*	\$ 44,101.33
2002	41	\$ 50,536.27
2003	47	\$ 68,153.01
2004	57	\$ 87,036.00
2005	89	\$138,013.09
2006	101	\$150,665.00
2007	101	\$161,045.00
2008	100	\$171,701.68
2009	112	\$184,329.18
2010	107	\$190,762.00
2011	105	\$203,660.00
2012	111	\$217,537.87
2013	133	\$253,288.00
2014	158	\$317,045.00
2015	175	\$319,468.00
2016	173	\$339,455.00
2017	214	\$432,008.00
2018	205	\$451,535.00

*Grant amounts were raised during 2001 from \$500 per grant to \$1000 for individual teacher and \$3000 for grade level.

Resource Person: Mike Rockwood, Chief of Staff
Janice Knight, Executive Director of L.E.A.F.

INFORMATION ITEM: NAMING NEW SCHOOLS

BACKGROUND INFORMATION:

Board Policy CW (LOCAL) states, “The responsibility for naming a facility rests with the Board.”

A copy of CW (LOCAL) is attached.

Attached you will also find an updated timeline for consideration and approval of names for the new Lamar CISD schools approved in the November 2017 Bond Election.

Submitted by: Mike Rockwood, Chief of Staff
Lindsey Sanders, Director of Community Relations

NAMING FACILITIES

CW
(LOCAL)

The responsibility for naming a facility rests with the Board. A student, staff member, parent, or District resident may submit a nomination.

A school facility shall generally be named for a person or place according to the following criteria outlined below.

For a facility named after a person, the following shall apply:

1. The nominee may be deceased or living and shall have attained prominence locally or nationally, with local prominence taking precedence, in the fields of education, science, art, statesmanship, political science, or military achievement.
2. The nominee may have been an early Texas pioneer or an outstanding president of the United States.
3. The nominee shall have made a significant contribution to society.
4. The name should lend prestige and status to an institution of learning.
5. The nomination must be presented in a form that contains:
 - a. Biographical/historical data; and
 - b. Reasons justifying the choice.

For a facility named after a place, the nomination should include its historical relevance.

**Dedication
Ceremony**

A new school building shall be dedicated at an appropriate ceremony held as soon as possible after occupancy.

Dedication Plaque

The Board shall have a plaque presented bearing the names of the Board members, administrators, architects, and contractors directly connected with each project.

Tentative Timeline for Naming New Schools

November 2017 Bond Referendum Elementary #29, Elementary #30, Elementary #31, Junior High School #6 and High School #6

January 7, 2019	Nomination form sent to public and media
February 4, 2019	Deadline for submitting nominations
February 19, 2019	All nominations and back-up information distributed to the Board for review
March 19, 2019	Public Hearing on nominations
April 18, 2019	Board Approval

INFORMATION ITEM: STEWARDSHIP REPORT

The Stewardship Report has been updated to reflect the 2017-2018 school year and to provide information regarding *academic improvement*, *financial strength* and *organizational excellence*. While this report doesn't include every aspect of our organization—it does provide a glimpse of what's being done for the students and taxpayers of Lamar CISD.

Resource Person: Dr. Thomas Randle, Superintendent of Schools

INFORMATION ITEM: STRATEGIC PLANNING

The Lamar CISD Strategic Planning process is underway. The stakeholder-driven strategic planning process is open to the entire Lamar CISD community, including the Board, superintendent, Cabinet, principals, teachers, central and school-based staff, students, parents, community members and business leaders to chart the strategic path over the next five years.

The Holdsworth Center has agreed to partner with Lamar CISD to facilitate the strategic planning process. The District has completed the listening tour portion of the strategic planning process. Ten listening tour community meetings were held on:

Oct. 2 Dickinson Elementary School – 52 participants
Oct. 8 Leaman Junior High School – 23 participants
Oct. 15 Wessendorff Middle School – 37 participants
Oct. 17 Hubenak Elementary School – 26 participants
Oct. 29 Terry High School – 21 participants
Nov. 5 Ryon Middle School – 31 participants
Nov. 26 Adolphus Elementary School – 44 participants
Nov. 27 Foster High School – 43 participants
Nov. 29 Ray Elementary School – 34 participants
Dec. 3 Hutchison Elementary School – 36 participants

In all, there were 347 participants at the ten listening tour community meetings.

The Strategic Planning Listening Tour survey was also launched on Monday, Oct. 15 and was available on the District website through Dec. 3. Over 18,000 parent, staff, community and student participants completed the online survey.

In January, The Holdsworth Center will provide the results of the Strategic Planning Listening Tour process and outline the upcoming Strategic Planning Committee process. The Strategic Planning Committee will be comprised of approximately 35-40 individuals from the following groups:

- 7 Board-appointed representatives (each Trustee chooses one representative);
- 5 Students (one high school senior from each color track);
- 10 Staff Members;
- 10 Parents; and
- 5 Community Members.

The committee will meet from 6:30 - 8:30 p.m. on Feb. 25, March 4, March 18 and March 25. These meetings will be open to the public and facilitated by representatives from The Holdsworth Center.

Resource Person: Dr. Thomas Randle, Superintendent of Schools