



Victoria Independent School District

Administration Report
January 2020

Purpose Statement:

- Keep the Board and stakeholders apprised and connected to the work of administration
- Radical Transparency
- From the Boardroom to the Classroom
- Keep us open and learning together
- Continuous Improvement

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CURRICULUM, INSTRUCTION AND ACCOUNTABILITY

2020-2021 CALENDAR TASK FORCE – A Task Force was developed to create options for the 2020-2021 school year. The 2020-2021 Calendar Task Force meeting occurred on November 13, 2019. VISD District Education Committee Members were invited to participate along with Campus Principals. A representative from elementary, middle and high school participated in the meeting to develop a calendar that meets the needs of students and staff in VISD. VISD Administration asked that District Education Committee members along with Campus principals and Department Leaders review these calendars with campus staff during the month of December and to provide any feedback before the Winter break.

Some important information for consideration came from HB 3 requiring an option stating school districts wishing to participate in the Extended School Year resources available must have a calendar that maximizes the use of 180 days. The 75,600 minutes standard still applies, and TEA also requires a calendar with 180 days. There is still more to learn about this new legislative mandate as we pursue the development of next year's calendar.

As was shared in the December Administrative Report, the Calendar Task Force put forward two calendars (Calendar A and Calendar B). The Calendar being recommended based on feedback from staff is Calendar A. The first day of school on calendar A is August 12, 2020 with school ending with an early release day on May 27, 2021. Calendar A also provides a time off for full week at Thanksgiving, two weeks at Christmas, a week for Spring Break, and holidays for students and teachers on Labor Day, Veteran's Day, MLK Day, President's Day, Good Friday and everyone is out before Memorial Day. Administration respectfully requests a Board Action to approve the recommended Calendar A listed in the January Consent Agenda.

Many thanks to the Calendar Task Force members who helped to develop these calendars. Given the parameters and state mandates, it is quite a challenge and the task force worked diligently to bring forward two great options that allow for school to end before Memorial Day.

Magnet School Funding - Victoria ISD has learned the Magnet Schools of America will be offering an interim application process in Spring 2020 for Magnet grants. This is a Federal Department of Education Grant and will be highly competitive. Victoria ISD wants to explore all resources to meet the needs of the Designing Our Future work, particularly in opening an Early Childhood Center at the previous FW Gross site. Magnet funds can be significant, upwards of \$5,000,000 a year for up to five years and could truly support VISD's work for the future. Magnet funds would bring a lot of capacity in what is possible and would also meet the SGS guidelines for opening, re-starting, and expanding school options.

VISD Administration have been in contact with Dr. David Lerch and Dr. Martha Pennington, consultants with Educational Consulting, Inc to work with VISD on the upcoming application due in April/May 2020. Consulting costs at this point would only include travel expenses. If VISD is awarded a grant, the consultants will receive 4% of the award. Administration will work with consultants to ensure some of the visioning toward the Early Childhood Center and educational initiatives proposed in the Task Force work is incorporated into the grant application. If VISD does not receive an award for this interim cycle, the process and work it takes to begin writing a Magnet application will prepare VISD for the next cycle of Magnet funding.

ASSESSMENT & ACCOUNTABILITY

December End-of-Course (EOC) results are scheduled to be posted to the Texas Assessment parent portal on January 20, 2020. Parents can use their student's unique student access code to view their student's results but if they do not have the unique access code, they can retrieve the access code by using the student's first name, date of birth, and social security number.

Stroman Middle School received an F rating for the 2019 Student Achievement domain and the School Progress domain causing Stroman to be placed on the PEG (Public Education grant program) list. The PEG program allows a parent whose child attends a campus on the PEG list to request a transfer to another campus within their home district or a campus in another district for the upcoming school year. Notification letters will be sent to Stroman parents by February 1, 2020.

Results Driven Accountability (Previously Performance Based Monitoring Accountability)

The Results Driven Accountability (RDA) is an automated data system that reports annually on the performance of local education agencies (LEAs) in selected program areas (bilingual education/English as a second language, career and technical education, certain federal Title programs, and special education).

LEAs in need of targeted or intensive supports for one or more RDA program area must engage in the LEA continuous improvement process. It should be noted that a positive change occurred with regard to Bilingual, CTE and ESSA performance levels. In VISD, CTE, ESSA and SPED are all required to participate in the continuous improvement process, the only area required to submit the continuous improvement process is Special Education specifically due to deficits in the areas of STAAR passing rates, and disciplinary removals. The categories and subcategories rated are listed below.

Bilingual Education and English as a Second Language (BE/ESL)

1. BE STAAR 3-8 Passing Rate
2. ESL STAAR 3-8 Passing Rate
3. English Learners (ELs) (Not Served in BE/ESL) STAAR 3-8 passing rate
4. ELs Year After Exit STAAR 3-8 Rate
5. ELs STAAR End of Course (EOC) Passing Rate
6. ELs Annual Dropout Rate (Grades 7-12)
7. ELs Graduation Rate
8. TELPAS Reading Beginning Proficiency Level Rate
9. TELPAS Composite Rating Levels for Students in U.S. Schools Multiple Years

Career and Technical Education (CTE)

1. CTE STAAR EOC Passing Rate
2. CTE ELs STAAR EOC Passing Rate
3. CTE Economically Disadvantaged STAAR EOC Passing Rate
4. CTE SPED STAAR EOC Passing Rate
5. CTE Annual Dropout Rate (Grades 9-12)
6. CTE Graduation Rate

Every Student Succeeds Act (ESSA)

1. Title I, Part A STAAR 3-8 Passing Rate
2. Title I, Part A STAAR EOC Passing Rate
3. Title I, Part A Annual Dropout Rate (Grades 7-12)
4. Title I, Part A Graduation Rate
5. Migrant STAAR 3-8 Passing Rate
6. Migrant STAAR EOC Passing Rate
7. Migrant Annual Dropout Rate (Grades 7-12)
8. Migrant Graduation Rate
9. Foster Care STAAR 3-8 Passing Rate
10. Foster Care STAAR EOC Passing Rate
11. Foster Care Annual Dropout Rate (Grades 7-12)
12. Foster Care Graduation Rate
13. Homeless STAAR 3-8 Passing Rate
14. Homeless STAAR EOC Passing Rate
15. Homeless Annual Dropout Rate (Grades 7-12)
16. Homeless Graduation Rate
17. Military STAAR 3-8 Passing Rate
18. Military STAAR EOC Passing Rate
19. Military Annual Dropout Rate (Grades 7-12)
20. Military Graduation Rate

Special Education (SPED)

1. SPED STAAR 3-8 Passing Rate
2. SPED Year After Exit STAAR 3-8 Passing Rate
3. SPED STAAR EOC Passing Rate
4. SPED Alternate 2 Overall Participation (No Action Required)
5. SPED Annual Dropout Rate (Grades 7-12)
6. SPED Graduation Rate
7. SPED Regular Early Childhood Program Rate (ages 3-5)
8. SPED Regular Class $\geq 80\%$ Rate (Ages 6-21)
9. SPED Regular Class $< 40\%$ Rate (Ages 6-21)¹
10. SPED Separate Settings Rate (Ages 6-21)
11. SPED Representation (Ages 3-21)
12. SPED OSS and Expulsion ≤ 10 Days Rate (Ages 3-21)
13. SPED OSS and Expulsion > 10 Days Rate
14. SPED ISS ≤ 10 Days Rate (Ages 3-21)
15. SPED ISS > 10 Days Rate (Ages 3-21)
16. SPED Total Disciplinary Removals Rate (Ages 3-21)

Performance Level Summary by Each Program Area:

Category:	Performance Level	Total # sub-categories	# Rated	Performance Level Mean	Establish DCSI and DLT	Engage in Continuous Improvement Process	Submit Continuous Improvement Plan to TEA
BE/ESL	0	28	7	0.0	Optional	Optional	N/A
CTE	1	18	14	0.5	Yes	Yes	No
ESSA	1	55	12	0.2	Yes	Yes	No
SPED	3	31	23	1.6	Yes	Yes	Yes

If you would like additional information the full RDA manual can be found on the TEA website:

<https://tea.texas.gov/sites/default/files/2019%20RDA%20Manual.pdf>

ELEMENTARY CIA

Elementary instructional coaches, teachers and curriculum coordinators developed and led over twenty professional development sessions for elementary teachers and paras on Tuesday, January 7th. The sessions developed by VISD staff members addressed all core content areas and were extremely well-planned and relevant.

District staff members visited the [Region 2 Early Scholars Academy](#) in December and were extremely impressed with the learning opportunities this facility provides for students, teachers and families. We will be making another visit to this facility in February to learn more and discuss how to replicate some of the amazing opportunities in VISD.

FEDERAL PROGRAMS

As you may recall when we closed the Teen Parent Connection Center (daycare for the children of VISD students) last year we instead began providing enhanced student supports through two Pregnancy Related Services Mentors. We estimated these mentors would have a caseload of approximately 20 male *and* female student parents and we are currently hovering at 42. Eleven students have withdrawn in the first semester (2 graduated while attending Liberty, 4 have moved out of state, 4 have withdrawn for home school and one has moved to another city). This is a huge increase of support as our daycare only serviced between 10-14 students each year and it was mainly utilized for childcare, not wrap-around supports.

Project Success Mentors, located at secondary campuses, are currently supporting about 265 McKinney-Vento secondary students. They each have about 40 students, except for Liberty which averages around ten students due to varying DAEP placements.

Family/KIDZ Connection Center staff have assisted 476 parents in the first semester with either referrals for housing, food, basic supplies or utility assistance. An additional 478 students who are not McKinney-Vento (homeless) have received clothing, shoes, hygiene items or school supplies in the first semester. This Center has had Christmas donations coming in from individuals and Holy Family Catholic Church donated approximately 75 duffel and/or backpacks filled with hygiene items, snacks, small pillows and blankets for our students in need. You can read more about Family and KIDZ Connections at the following link: <https://www.visd.net/apps/pages/federal-programs/family-connection-center>

Our Early Childhood Coordinator, Carol Dippel, has applied and been accepted to join the 2020 Early Childhood Community Convening. Her team of five community members will initiate important partnership work to strengthen access and improve early childhood programs in our area. Those attending with her include Tonia Rozner (Early Childhood Education Specialist, ESC, Region 3), Lisa Knipling (Texas School Ready Grant Coordinator), Ann Avila (Innovation Specialist, Victoria ISD) and Alberto Picazo (Texas Rising Star Mentor, Workforce Solutions of the Golden Crescent). You can read more about this initiative at the Texas Education Agency's web page <https://tea.texas.gov/academics/early-childhood-education/early-childhood-community-convenings> .

SECONDARY CIA

On January 7th, secondary faculty members were provided professional development by our district level curriculum team and campus instructional coaches. Participants reviewed the elements of Fundamental 5 with emphasis on frequent small-group purposeful talk as well as writing critically in the closing task. Teachers evaluated standards in upcoming units of study to determine essential standards, then collaborated to plan lessons aligned to the standards that incorporated preplanned questions and structures for student discussion. During the second half of their professional development day, teachers were able to select from a variety of instructional technology sessions to attend. These sessions were led by campus staff that are members of our Secondary Technology Cadre.

A committee has been formed to revisit VISD Regulation FM. This regulation sets operational guidelines for organizations or extracurricular activities that are sponsored by the school district but fall outside the authority of UIL. It addresses topics such as maximum required expenditures, competitions, grade eligibility and other guidelines. This regulation was last updated in June 2011.

OFFICE OF ADMINISTRATION

Fifty VISD employees participated in the Stop the Bleed Training on December 20th. Thank you to Regina Bryan; Health Services Coordinator, for providing the training. HB 496 requires Stop the Bleed Training for staff and students.

VISD is in the second year of implementation of ALICE training. All staff will take the year 2 eLearning course beginning in January. The training is progressive. Everyone completing the YEAR 1 course will take the YEAR 2 course to stay current. Staff that did not take the training last year will be invited to take the eLearning course as well as we continue to build capacity across the district.

Senate Bill 11, passed by the Texas Legislature in 2019, addressed school safety in the wake of tragic school shootings. The comprehensive bill addressed elements of Texas Governor Greg Abbott's school safety action plan. The bill created a school safety allotment, estimated at \$9.72 per student. VISD received an allotment of \$127,332. The allotment must be used to improve school safety, Mental Health Supports and Threat Assessments. The Office of Administration is working alongside the Counseling and Curriculum Departments to determine the best use of the funds to benefit our students.

CENTRAL SUPPLY AND PURCHASING

- Adjustments will be made to the Central Supply stock after the semi-annual inventory conducted in December is completed and will re-open January 17, 2020.
- Two RFPs will be taken to the January Board for approval; Social Emotional Learning and Instructional Technology.
- An RFP for Employee Benefits Third Party Administration Services will be opened on January 17th.
- Two truckloads of Out of Adoption textbooks were picked up in December & shipped to Franklin Media to support "Books for Africa" &/or recycle.
- Discuss and update the VISD Purchasing Manual
- Total sales for Central Supply & the Print Shop for the month of December were \$67,173.26.

CHILD NUTRITION

- The Child Nutrition Department is planning the Board Appreciation Dinner event for January 16, 2020.
- Currently, there are twelve vacancies in the Child Nutrition Department.
- The delivery truck is slated to arrive in February.
- The Child Nutrition Department has been working with an ad agency to market through social media the "after school dinner" meals program to students that attend East and West High School, the "lunchable-style" vended meals, and the Street Eats Line.
- As of January 6, 2020, there are \$12,549.13 in negative balances across the district.

MAINTENANCE

- Liberty Campus: In Building A, we are continuing to caulk windows, pressure wash the building, and replace worn out window panels
- Continuing painting updates at Rowland Elementary and Shields Elementary.
- Continuing with the Clorox 360 disinfectant on Elementary, Middle and High School rotation
- Replaced deteriorated/rusted dumpster bottoms

- Installed interactive TV at O'Connor
- Repaired water pipe leaks at Patti Welder Middle School Cafeteria and Gym

STUDENT SERVICES

<i>Student Enrollment:</i>	AS OF 1.8.2020	SAME TIME LAST YEAR (1.7.19)	DIFFERENCE
ELEMENTARY	6748	6934	-186
MIDDLE SCHOOL	3222	3168	+54
HIGH SCHOOL	3807	3851	-44
DISTRICT	13,777	13,953	-176

Month-to-month comparisons for 2019-2020	District Enrollment	
5/23/19 (last day):	13,859	
Aug. 15:	13,389	470↓
Sept. 3:	13,838	449↑
Oct. 1:	13,836	2↓
Nov. 1:	13,816	20↓
Dec. 3:	13,772	44↓
Jan. 8:	13,753	19↓

Student Attendance (from 8.15.19):

Thru 9.9.19 = 96.4%
Thru 10.1.19 = 95.9%
Thru 11.1.19 = 95.5%
Thru 12.6.19 = 95%
Thru 12.19.19 = 94.9%
NOTE: 2019-2020 attendance goal is 95%

TRANSPORTATION

- The bus drivers attend Crisis Prevention Intervention Staff Development on January 6, 2020 and attended a Bus Safety Meeting on January 7, 2020.
- Transportation has been arranged and scheduled for athletic events including; basketball, soccer, wrestling and power lifting.
- Transportation arrangements have been secured for the "Young Athlete Program" scheduled for January 24, 2020. The event will take place at the District Event Center Gym.
- Currently, there are three open routes and three substitute vacancies that need to be filled.

FINANCE

Gifts and Donations:

The total gifts and donations for December 2019 is \$60,424. The total gifts and donations for fiscal year 2020 is \$119,302.

2019 Comprehensive Annual Financial Report:

Bumgardner, Morrison & Co., LLP has completed our 2019 Comprehensive Annual Financial Report. Our audit exit meeting was held January 10, 2020. We have received an unmodified opinion on our 2019 Comprehensive Annual Financial Report, which is the best opinion we can receive. Our General Fund balance increased \$11,195,757 due in large part to the effects of increasing the Maintenance and Operations tax rate from \$1.04 to \$1.15 due to a one-time opportunity as a result of Hurricane Harvey.

As discussed last month, some of the indicators in our FIRST report are based on the numbers of days of cash on hand we have available to us. This will change our number of days of cash on hand from 39.95 days to 75.94 days. We are still not at the 90 days required but we are making progress.

Discuss and Take Action on Election Order and Notice for General Election to be held May 2, 2020:

The General Election is for the purpose of electing Victoria Independent School District Trustees whose terms of office are expiring in Single-Member District No. 3 (Bret Baldwin) and Single-Member District No. 5 (Tami Keeling). This Election Order and Notice is in accordance with the Texas Election Code. The election will be conducted by Margetta Hill from the Victoria County Elections Office, as a joint election with other political subdivision(s). Expenses of the election will be shared on a pro-rata basis.

HUMAN RESOURCES

P-Tech Teacher MOU's: The teachers for Health care P-Tech at East High have been selected and completed the Memorandum of Understandings for the work that will be required of them for the remainder of this school year and over the summer. This is a big step in progressing with P-Tech as we can now begin scheduling the required trainings that will enable us to move forward with the implementation for next year.

Administrative Moves: We are excited to announce several administrative changes! We are grateful for these wonderful leaders at VISD.

Heather Mascorro has become an Assistant Principal at West. She is filling the vacated position of Lisa Rodriguez who moved to the ACE program administrator position. The testing administrator position is open and posted at West. We hope to have the position filled soon.

Pam Edge, Howell Middle School Assistant Principal, has transitioned to Assistant Principal at West effective February 1. She will be filling the soon to be vacated position of Ann Goodman who is leaving the district with our thanks and gratitude on January 23rd. Ms. Edge had previously been named as the Education P-Tech administrator, which will be in the planning stage in the 2020-2021 school year. Howell will have a vacant Assistant Principal position to be filled later in the year with a start date for the 2020-2021 school year. Administrative coverage will be provided by Robert Gonzalez for the remainder of this school year at Howell.

Trey Edwards will be rejoining the district in the capacity of 'Administrator'. He will be at East to provide relief coverage for Natalie Abrameit while she works on the planning stage of P-Tech Health care for two days per week. He will be serving as an overseeing administrator for Liberty Credit Recovery, and Liberty DAEP three days per week. This is to provide us administrative support needed as a result of Sheila Garcia's resignation at the beginning of the year, and Yolanda Torres' retirement at the semester. He will be with us in this capacity for the remainder of the year, and we will be assessing administrative needs for these programs with his assistance for next year.

Trainings:

- **Secretary Meeting-** The second Campus Secretary meeting was held early this month. This is a new initiative designed to help streamline communication within our district. This allows district personnel the opportunity to speak directly to campus secretaries about topics like online registration, transfer processes, PEIMs, attendance and many other key functions that these employees deal directly with.
- **CTASPA-** Armando Villarreal attended the quarterly CTASPA meeting in Austin as a representative for the VISD HR office.
- **Project Para-** This is the new certification curriculum for paraprofessionals who need to become highly qualified. Several group meetings as well as individual training sessions are held to provide support to our employees as the district goes through this curriculum and certification process.
- **Safe-Schools-** You have seen this information in previous administration reports. It will be the new method to administer, and track required district wide online trainings. It is being used currently by all new hires. Feedback is positive and is helping us trouble shoot potential issues prior to having the entire district go through this process next school year. A required district-wide training module is

coming in the next few months that we are hoping to administer through this program to introduce everyone to the structures and mechanics of the system. Updates will be provided through the administration report on the progress moving forward.

- **Forecast Five-** Mr. Motley attended a training on Forecast Five along with Dr. Carroll and Melissa Correll. This program will assist us in the implementation of the ACE model that is being implemented at O'Connor Elementary.

Early Resignation Incentive: In an effort to enhance our ability to effectively address teacher staffing needs in a timely manner, our HR Office will be presenting a proposal for consideration by the Board of Trustees to offer an early resignation/retirement notice incentive to current VISD teachers. The proposal includes a \$500 incentive that would be paid in a teacher's June paycheck if the teacher's resignation/retirement letter is confirmed to have been received by the Human Resources Office prior to 5 p.m. on February 14, 2020.

Additionally, an incentive of \$250 will be proposed to be paid in a teacher's June paycheck if our Human Resources Office has confirmed receipt of the teacher's resignation/retirement letter notice after 5 p.m. on February 14, 2020 but prior to 5 p.m. on February 28, 2020. Payment of the early resignation/retirement notice incentive would be contingent upon the teacher fulfilling their contractual commitment with the VISD for the 2019-2020 school year contract period.

It is important to note the proposal of this incentive is not intended to encourage our outstanding teachers to leave our district. This incentive is meant to ensure we are taking measures to provide our campus leaders with the opportunity to secure the highest-quality available teacher candidates in a competitive teacher market by starting the hiring process as early as possible to address expected teacher position vacancies.

Salary Study/Review: All required data was submitted to TASB HR for the Salary study prior to Christmas break. Upon our return, there was a request for some follow up data and that has also been submitted. Updates will be provided moving forward.

Benefits: 457(b) Plan: At the December Board meeting, the Board approved the selection of the Region 10 RAMS retirement services proposal to offer our VISD employees a 457(b) retirement savings option. The Region 10 RAMS retirement services cooperative is the largest of its kind in Texas. The investments used in the 457(b) plans have no commissions and no surrender fees. TCG Administrators serves as the Third Party Administrator for the RAMS program and TCG Advisors serves as the investment advisor for the programs. TCG Administrators has 20 years of experience in plan administration. TCG Advisors manages over \$3.5 billion in assets. With the RAMS program, TCG takes fiduciary responsibility for the investments offered in the district's plans. The RAMS Investment Advisory Committee actively monitors all RAMS services and investments on a quarterly basis.

TCG Administrators provides free access to a financial literacy program (FinPath). FinPath's purpose is to educate educators on financial topics such as debt management, retirement saving and taking loans. RAMS and TCG currently partner to provide 457(b) plans for 184 Texas school districts. TCG employs salaried retirement plan specialists to provide enrollment assistance. Representatives are available for face-to-face meetings in-person or via technology. Representatives are available by phone, email and live chat, with Spanish speaking representatives available. TCG will customize availability to fit the needs of the District regarding on-site education and enrollment meetings.

Potential Alternative Health Insurance Option: During the fall of this school year, we learned two school districts (El Paso ISD and Raymondville ISD) were able to utilize an exemption under their respective District of Innovation (DOI) plans to allow their districts to offer their employees a group health insurance plan other than TRS-ActiveCare during the 2019-2020 school year. For many years, our district employees have expressed concerns about the rising costs of premiums and the declining benefits available under the TRS ActiveCare health care plan. For VISD to consider offering an alternative health care plan for employees to consider, we would need to amend our DOI plan. We are aware that several other school districts have since amended their DOI plans in order to pursue the possibility of offering an alternative health insurance plan.

During our first week back to work in January, the District Education Committee (DEC) met to consider a potential amendment to our current District of Innovation plan (DOI) that would exempt our district from Texas Education Code 22.004(l) which precludes VISD from currently offering a health insurance plan in addition to TRS ActiveCare. The DEC committee voted to approve the amendment. At our regularly scheduled January Board meeting, this amendment will be brought forward to our Board of Trustees to consider approving. Should the Board approve the amendment, we would then notify the Commissioner of Education of the amendment.

Amending the DOI would allow us to assemble a District Health Insurance Committee to work with a health insurance consultant to craft a Request for Proposal (RFP) for health insurance companies to respond to with their best health insurance plan offers. It is uncertain at this time if we will receive offers that provide for a better alternative to TRS ActiveCare. The plans/rates are dependent upon several factors, including the number of employees and our district's prior health insurance claims experience. If we receive a proposal that provides a better alternative to TRS ActiveCare, employees would have the option to select this alternative plan for the 2020-2021 school year, effective September 1, 2020.

A few common questions we have received include the following:

What would happen to the current TRS ActiveCare plan?

TRS ActiveCare would still be available as an option for all employees to utilize. We would simply have another alternative option in addition to TRS ActiveCare. The amendment to our DOI plan would not allow us to stop offering TRS ActiveCare, but only to offer an alternative plan in addition to ActiveCare.

What is the cost to the district to consider offering an alternative plan?

The cost at this point would be an investment of time from our leadership team and the individuals who would volunteer to serve on a Health Insurance Committee to review potential plans and the proposals we would receive.

If we find TRS ActiveCare is clearly the best option available, do we have to offer a lesser alternative plan?

No, we are not required to select an additional plan. If we found no better options, we could continue to only offer the TRS ActiveCare plan in 2020-2021.

OFFICE OF THE SUPERINTENDENT

Task Force Updates: For the most current information on Task Force work, please visit the dedicated [website using this link](#).

Boundary Analysis and Re-zoning & Demographic Study: This task force met on December 18th, just prior to our winter break. At that meeting, Mr. Templeton started the meeting by reviewing three potential rezoning scenarios created based on feedback from the most recent task force meeting. Each scenario was designed to provide a more equitable utilization of our campuses by balancing projected student enrollment across each campus using enrollment projections for the next five school years. In order to balance the projected campus enrollment and maximize campus utilization efficiency, the three scenarios would require boundary changes that would change the current attendance zone for approximately 700 to 900 elementary students, and approximately 200 to 300 middle school students. The task force members analyzed these initial scenarios and provided feedback regarding each scenario. Mr. Templeton will be using that task force feedback to adjust the initial scenarios he presented. The task force is scheduled to meet again on January 15th to continue scenario planning.

Bond Planning Task Force: This task force is scheduled to meet January 22nd to review the data revealed by the recent Demographic Study completed by Templeton Demographics. This data will be important for the task force to understand prior to the task force's analysis of the information we are scheduled to receive from the ongoing facilities needs assessment being conducted currently by Huckabee Architects.

Energy Efficiency Audits: During the fall semester, several of our district's Operations department leaders have met with companies who provide school districts with energy efficiency audits. After reviewing six different groups, we have selected two companies to perform energy efficiency audits for the district. The two companies are E3 Entegral Solutions and Schneider Electric. These initial audits are completed at no cost to the district. The audits are scheduled to be conducted during the latter part of January. Our team will then review the results and determine whether the findings indicate a need to further investigate potential options for our district to consider to maximize energy efficiencies and reduce current costs.

Systems of Great Schools: We are continuing to work on the development of the School Performance Framework through our SGS Task Force. Our next meeting is scheduled for January 23, 2020. This work is running parallel to the strategic planning team who are also actively discussing local accountability.

Call for Quality Schools: The Children's Learning Institute (CLI) did not submit an application on December 13 (the deadline for submissions) as we had anticipated. Victoria ISD now finds itself at a decision point. There are essentially three directions we can take as we think about an Early Childhood Center at the FW Gross campus:

1. We can "pull the plug" so-to-speak and shelve our idea for an early childhood campus.
2. We can begin to search for a path forward that would have the Early Childhood center be a district managed campus. This would come with less partnership support from CLI and less support (money) from the State of Texas.
3. We can chart a path forward with the intention of giving a future partner enough time to put together a proposal and get approval from their organization, which would delay the implementation into the 2020-2021 school year.

Not one person we have spoken with thinks path #1 is a good idea. We all seem to be in agreement on that point. :-)

Effective Schools Framework (ESF): Campus and District Leaders will be finalizing the Quarter 2 Campus and District plans so that a report can be provided to the VISD Board on progress toward meeting the 2019-2020 goals. This report will be shared in the February 2020 Administration Report.

Strategic Planning: The strategic planning group met on Friday and Saturday, December 13 and 14. We are extremely grateful to everyone who is accommodating their schedules in order to participate in whatever amount of strategic planning they are able to. We recognize there will be some people who cannot make every date work in their calendars and we have asked them to participate in as many days as they can.

We started our first day together with a presentation from Dr. Shepherd in order to bring everyone together with the same message and same charge. From that presentation, we reviewed Thoughtexchange information related to the question about “quality schools and quality classrooms”. There were over 1,100 thoughts shared in that space and we wanted to take that into our deliberations. We also reviewed all the findings from the task force work from last year and some of this year.

On day two, we culled through all the synthesized information from day one and started to group our findings into groups. We were able to identify 12 groups to focus on. We selected eight topics to begin discussing, thinking about and writing “Findings and Directions”. The culmination of our initial work together will be creating a Findings and Directions report from which we will build a strategic plan.

The second session for the strategic planning process will occur on Friday, January 17, 2020 and on Saturday, January 18, 2020. On Friday, the group will continue the working on findings and directions. On Saturday, Strategic team members will hear from guest speaker, John Tanner., Educational Writer, Advocate for Meaningful School Accountability, Champion of Teachers, and Big Supporter of Public Schools.

Facilities Needs Study: In early January, Huckabee Architects is completing their final walkthroughs of campuses as a part of the data gathering process. Huckabee team members will be meeting with campus leadership teams throughout January to gather additional information from staff working directly at each campus being studied. We remain on target for completion of the study on Friday, February 14th.

COMMUNICATIONS

VISD’s Teacher of the Year Banquet will be held on February 10, 2020 at the Victoria Community Center Annex to celebrate and honor the 23 campus teacher of the year nominees. The VISD Elementary and Secondary teacher of the year nominees will be announced.

Aloe Elementary - Selena Gomez
Chandler Elementary - Myrna Villarreal
Crain Elementary - Veronica Bryan
DeLeon Elementary - Kelly Lorance
Dudley Elementary - Erika Hernandez
Hopkins Elementary - Jennifer Wheeler

Mission Valley Elementary - Joycelyn Drozd
O'Connor Elementary - Megan KahaneK
Rowland Elementary - Laurie Vogt
Schorlemmer Elementary - Melissa Romanowski
Shields Elementary - Brad Bludau
Smith Elementary - Maria Marshall
Torres Elementary - Brooke Miller
Vickers Elementary - Tammy Reyes
Cade Middle School - Cindy Diggs
Howell Middle School - Beverly Litton
Patti Welder Middle School - Meagan Chacon
Stroman Middle School - Elisamaria Bruch
CTI - Gwen Etzler
JJC – Kristine Martin
Liberty Academy - Stephanie Redburn
Victoria East High School - Aubrey Lopez
Victoria West High School – Cheryl Clark

Public Information Requests: SB 943 and SB 944 included changes to the Texas Public Information Act (PIA). A representative from Eichelbaum Wardell law firm provided a presentation on those changes. SB 943 re-writes the PIA's sections on proprietary and trade secret exceptions, creates a new class of public information under "contracting information," and new language regarding contracts and bids in excess of \$1 million. SB 944 pertains to temporary custodians, information held on private devices, and new guidelines for public information requests.

SB 943 -

- Now provides a technical definition for "contracting information"
- Statute on competitive bidding clarified
- Definition of "trade secret," which is exempt from disclosure in contracting information, is clarified
- If a request for public information is received related to a contract with a value of \$1 million dollars or more, or could result in expenditures of \$1 million dollars or more in a fiscal year, which is not maintained by the governmental body, the governmental body has a three business day deadline to request that the contractor provide the information to the governmental body (Subchapter J)
- Requires a new disclaimer in bids and contracts that allows the contract to be terminated if the vendor or contractor knowingly or intentionally fails to comply with Subchapter J

SB 944 -

- Creates a single point of contact for PIA
- Requires current and former employees (temporary custodian) to forward or transfer information created or received in the transaction of official business on a privately-owned device. This includes text messages, emails, and social media posts.
- Failure of a temporary custodian to transfer the public information to the District is a Class A misdemeanor
- It is recommended as best practice, whenever an employee leaves the governmental body, to have a process in place for getting information transferred to the governmental body, such as an exit form signed confirming that all information has been provided to the district.

- The District can specify one mailing address and one email address for receiving PIA requests. The District is only required to respond to PIA requests that are submitted to the proper mailing and email addresses. This includes public information requested as part of a grievance filing.

TECHNOLOGY

- We are working on setting up and deploying 330 Lenovo 300e laptops and 68 Dell desktops to replace 2010 model desktops at the elementary campuses that are not compatible with Imagine Learning Math Facts.
- We are working with Maintenance to have interactive displays installed at 7 campuses to replace projectors. Mission Valley Elementary was the first to have the displays installed in November. O'Connor Elementary is scheduled to have the displays installed next.
- We will be submitting our form 470 for the E-rate program this month. The E-rate program provides funding for schools and libraries for eligible internet and telecommunications services and related equipment at a percentage based off their economically disadvantaged population. We will be applying for Category 1 services, which include the district's internet access services. Applying for funding from the E-rate program has saved us over \$100,000 annually for each funding period we have been awarded funds.
 - More information on the E-rate program can be found here: <https://www.usac.org/e-rate/>
- On January 22nd, two surveys will be sent out regarding technology standards in the classroom. One will be sent to librarians and the other will be sent to all teachers. These surveys are being created to develop computer quantity standards across all grades throughout the district. Developing these standards will help provide technology equity across the campuses and will allow for a more efficient replacement plan to be put in place. A similar survey has already been sent to campus principals, and once results have been compiled, they will be shared with the campus principals and a set of standards will be established with their input.
- On January 7th, the Technology Cadre provided training to district staff on a variety of subjects. The Technology Cadre is a group of teachers who are technology leaders at their campuses. These teachers represent all secondary campuses and are led by the Instructional Technology Coordinator. The trainings that were offered are listed below and the total number of participants was 223.
 - iPads Can Do That?
 - Windows 10
 - Excel
 - Build Breakouts!
 - Expanding Possibilities with Technology
 - Out of This World Presentations Tools!
 - The Power of Podcasting!

Feedback: We want your feedback. [Please use this link](#) to share your thoughts, comments, questions or kudos! This is your report and we want to make it relevant for you. Your feedback will help us on our path of *Continuous Improvement!*