



AGENDA

for the

Regular Meeting

of the

Board of Trustees

**JIM PLYLER INSTRUCTIONAL COMPLEX
807 W. GLENWOOD
DR. JACK L. DAVIDSON CONFERENCE CENTER**

November 13, 2017

**REGULAR BOARD MEETING
Executive Session 6:00 P.M.
Regular Session 7:00 P.M.**

NOTICE OF REGULAR MEETING OF THE TYLER INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Notice is hereby given that on Monday, November 13, 2017, the Board of Trustees of the Tyler Independent School District will hold a regular meeting at (Executive Session at 6:00 p.m. and Regular Session at 7:00 p.m.) at the Jim Plyler Instructional Complex, 807 W. Glenwood, Tyler, Texas. The subjects to be discussed are listed on the agenda which is attached to and made a part of this Notice.

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Tyler Independent School District by informing the district's ADA coordinator, in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the district will furnish appropriate auxiliary aides and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting as nonhandicapped individuals enjoy.

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act.

Texas Government Code Section:

551.071	Private consultation with the board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.076	Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.
551.084	Excluding witnesses from a hearing.

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

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

**TYLER INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

November 13, 2017

**REGULAR BOARD MEETING
Executive Session 6:00 P.M.
Regular Session 7:00 P.M.**

**JIM PLYLER INSTRUCTIONAL COMPLEX
807 W. GLENWOOD
DR. JACK L. DAVIDSON CONFERENCE CENTER**

AGENDA

- I. Call to Order
- II. First Order of Business - Announcement by the Chairman as to the presence of a quorum, that the meeting has been duly called and that notice of the meeting has been posted in the time and manner required.
- III. Executive Session will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. concerning any and all purposes permitted by the Act.
 - A. Texas Government Code Section 551.071
For the purpose of a private consultation with the board's attorney on all subjects or matter authorized by law.
 - I. When the governmental body seeks the advice of its attorney about pending or contemplated litigation or a settlement offer or
 - II. On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
 - III. Consider legal advice regarding personnel and related action items.
 - B. Texas Government Code Section 551.072
 - I. Discussing purchase, exchange, lease, or value of real property
 - C. Texas Government Code Section 551.074
For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.
 - I. Consider hiring and accepting resignations/retirements of professional personnel including but not limited to.
 - II. Consider renewals, non-renewals, contract abandonments and terminations of contracts for professional personnel. (To deliberate the appointment, employment, evaluation, reassignment, duties, and contracts of employees.)
 - III. Superintendent's Evaluation
 - D. Texas Government Code Section 551.076

I. Considering the deployment, specific occasions for, or implementation of, security personnel or devices.	
IV. Reconvene from Executive Session	
V. 7:00 p.m. Prayer and Pledge of Allegiance - Mr. Washmon	
VI. Consider action on items discussed in Executive Session	
A. Consider board approval of hiring, accepting resignations/retirements of professional personnel included by not limited to.	
B. Consider renewals, non-renewals, contract abandonments and terminations of contracts for professional personnel.	6
VII. Approval of Minutes	
A. Approve Minutes of Special Meeting - September 26, 2017	8
B. Approve Minutes of Board Workshop - October 5, 2017	10
C. Approve Minutes of Regular Meeting - October 16, 2017	12
VIII. Special Recognitions	16
IX. 30 Minutes Public Participation	
X. Continuous Improvement/Lone Star Governance	
A. The Mentoring Alliance Update	17
B. Goal 1 - Early Literacy	18
C. Fall 2017 Special Projects Report	19
D. Consider approval of Board Operating Procedures	20
XI. Business/Legal/Finance/Consent Agenda	
A. Consider approval of 2017-2018 Amended Budget	46
B. Consider approval of 2017 Certified Tax Roll	49
C. Consider approval of Annual Investment Broker Review	51
D. Consider approval of Resolution Re-Affirming the Investment Policy and Strategies of Tyler ISD	52
E. Consider approval of the Resolution Approving Independent Sources of Instruction Relating to the Investment Responsibilities	58
F. Consider approval of Resolution Extending the Municipal Advisory Services Agreement for the Managed Asset Portfolio Program (MAPP)	60
G. Consider approval to Amend the RPR Construction Inc. Contract for the CHRISTUS Trinity Mother Frances Rose Stadium Improvements - Phase II	62
H. Consider approval of Appointment to Smith County Appraisal District Board of Directors	64
I. Consider approval of a Drainage Easement to the City of Tyler for Robert E. Lee High School	66
XII. Curriculum/Instruction/Consent Agenda	
A. Consider approval of SHAC Committee Members for 2017-2018	71
B. Consider approval of Memorandum of Understanding with The University of Texas Health Science Center for UT Health Breath Mobile	73
C. Consider approval of Additional T-TESS Appraisers	74
XIII. Superintendent/Staff Reports	
A. District of Innovation - Teacher Certifications Granted	75

XIV. Future Business

A. December 7, 2017 - Board Workshop

B. December 18, 2017 - Regular Meeting

XV. Adjournment

Subject: Personnel Actions

BACKGROUND INFORMATION

Personnel actions are as indicated.

ADMINISTRATIVE CONSIDERATIONS

Personnel appointments recommended for confirmation have met the employment prerequisites of the Tyler Independent School District. The candidates either hold valid certificates or such alternatives as specified by the Board. Proposed contract renewals for one year term contracts and one year non-certified contracts for administrators are also considered.

Recommendations for new appointments are based on interviews, references, adequacy of preparation, performance records and the Superintendent's approval.

The appointments, resignations, retirements, and non-renewals are subject to the approval of the Board of Trustees.

ADMINISTRATIVE RECOMMENDATION

The confirmation of personnel actions as indicated.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Ronald K. Jones

11-13-17

Personnel

- I. The Administration recommends for Board approval to accept the termination of the following term contract for job abandonment for the 2017-2018 school year:

Michelle Jackson

Jones Elementary School

11-13-17

MINUTES OF SPECIAL MEETING

The Board of Trustees of the Tyler Independent School District held a special meeting on Tuesday, September 26, 2017, at the Jim Plyler Instructional Complex. The president called the meeting to order at 11:00 a.m., announced the presence of a quorum, and that the meeting had been posted in the time and manner required.

Members present were Rev. Fritz Hager, president; Wade Washmon, vice president; Andy Bergfeld, Aaron Martinez, Rev. Orenthia Mason, Dr. Patricia Nation, and Jean Washington.

Administrators present were Dr. Marty Crawford, superintendent; Tosha Bjork, Dr. Christy Hanson, Ron Jones, Tim Loper, John Orbaugh, and Dawn Parnell.

John C. and John M. Hardy, school attorneys, were in attendance.

Dr. Crawford stated that the district purchases stop-loss insurance to protect employees and their dependents against catastrophic losses in cases such as cancer, premature births and transplants.

Mrs. Washington made a motion to approve the renewal from Companion Life Insurance Company to provide stop-loss insurance for the Tyler ISD Medical Benefit Plan for the plan year 2017-2018. The motion was seconded by Dr. Nation and passed by a vote of 7-0.

Terry Hoyle and Dan Fletcher, Stantec reviewed the schematic designs and elevations/renderings for John Tyler High School. Architects have developed the schematics that include floor plans, exterior elevations and renderings with input from Tyler ISD staff which include school administration, departmental heads, coaches, and fine arts teachers. They then answered questions from the board regarding parking, drop off/pickup areas, entryways and large corridors.

Mr. Loper stated that the footprints and elevations will not change at this point; however, there will be minor adjustments as the construction moves along.

Steve Hulsey with Corgan reviewed the schematic designs and elevations/renderings for Robert E. Lee High School. He discussed the new entry that will face Shiloh Road, the three story academic wing, Red Raider Drive/Shiloh Road and traffic flow. He then answered questions from the board.

Rev. Mason made a motion to approve the schematic designs and elevations/renderings for John Tyler High School and Robert E. Lee High School. The motion was seconded by Mrs. Washington and a vote of 7-0.

Trustees adjourned to executive session at 12:15 p.m.

Trustees reconvened in open session at 1:04 p.m.

The meeting adjourned at 1:04 p.m. following a motion by Rev. Mason, a second by Mrs. Washington and a vote of 7-0.

APPROVED:_____

/s/ Gina Orr
Gina Orr, Secretary

/s/ Frederick H. Hager, Jr.
Frederick H. Hager, Jr., Board President

MINUTES OF BOARD WORKSHOP MEETING

The Board of Trustees of the Tyler Independent School District held a board workshop meeting on Thursday, October 5, 2017, at the Tyler I.S.D. Administration Building. The president called the meeting to order at 11:05 a.m., announced the presence of a quorum and that the meeting had been posted in the time and manner required.

Members present were Rev. Fritz Hager, president; Wade Washmon, vice president; Andy Bergfeld, Aaron Martinez, Rev. Orenthia Mason, Dr. Patricia Nation and Jean Washington.

Administrators present were Dr. Marty Crawford, superintendent; Leigh Anne Barber, Tosha Bjork, Gary Brown, Jan Coker, Laura Cano, Dr. Leslie George, Dr. Christy Hanson, Shauna Hittle, Ronald Jones, Dawn Parnell, Rawly Sanchez and Ana Segulin.

John C. and John M. Hardy, school attorney, were present.

As required by the State for school board continuing education, Dr. Curtis Culwell and Dee Carney with Moak, Casey & Associates presented an Update to the Texas Education Code. They reviewed the legislative changes that effect the state budget, school finance, property taxes, TRS, and the assessment and accountability system.

The board took a brief recess at 12:55 p.m.

The board reconvened in open session at 1:02 p.m.

Lone Star Governance provides a continuous improvement model for governing teams (Boards in collaboration with their Superintendents) that choose to intensively focus on one primary objective: improving student outcomes. Lone Star Governance accomplishes this intense focus through tailored execution of the five points of the Texas Framework for School Board Development, as adopted by the Texas State Board of Education: Vision, Accountability, Structure, Unity, and Advocacy. In addition to Lone Star's singular focus on improving student outcomes, it provides a system for governing the secondary, but vital, legal and fiscal responsibilities of the Board.

The board and Dr. Crawford then reviewed the five areas of the Texas Framework and evaluated the progress made in each area for the last quarter.

Mr. Martinez made a motion to approve the Board Quarterly Progress Tracker for Lone Star Governance which reflects progress from 58.5 to 59.1 points with a goal of 77 points for next quarter. The motion was seconded by Mr. Washmon and passed by a vote of 7-0.

The meeting adjourned at 1:25 p.m. following a motion by Dr. Nation, seconded by Rev. Mason and a vote of 7-0.

APPROVED:_____

/s/ Gina Orr
Gina Orr, Secretary

/s/ Frederick H. Hager, Jr.
Frederick H. Hager, Jr., Board President

MINUTES OF REGULAR MEETING

The Board of Trustees of the Tyler Independent School District met in regular session on Monday, October 16, 2017, at the Jim Plyler Instructional Complex. The president called the meeting to order at 5:35 p.m., announced the presence of a quorum and that the meeting had been posted in the time and manner required.

Members present were Rev. Fritz Hager, president; Wade Washmon, vice president; Andy Bergfeld, Aaron Martinez, Rev. Orenthia Mason, Dr. Patricia Nation and Jean Washington.

Administrators present were Dr. Marty Crawford, superintendent; Jerrod Bitter, Tosha Bjork, Gary Brown, Laura Cano, Jan Coker, Dr. Julie Davis, Dr. Kenneth Gay, Dr. Leslie George, Dr. Christy Hanson, Shauna Hittle, Ron Jones, Tim Loper, Johnita Martin, Sandra Newton, John Orbaugh, Dawn Parnell, Mary Russell, and Rawly Sanchez.

John C. and John M. Hardy, school attorneys, were present.

Trustees adjourned to executive session at 5:35 p.m. Rev. Hager stated there would be action to follow.

Trustees reconvened in open session at 7:00 p.m.

Mr. Bergfeld offered prayer and led the Pledge of Allegiance.

Regarding items from executive session, Dr. Nation made a motion to approve the proposed termination of the term contract for Michelle Jackson for job abandonment as listed in Personnel Item I. The motion was seconded by Mrs. Washington and passed by a vote of 7-0.

Mr. Bergfeld made a motion to uphold the administration's recommendation for the Level II Grievance and deny the complaint under Texas Education Code Chapter 26 and District Policy FNG by N. Mitchell. The motion was seconded by Rev. Mason and passed by a vote of 7-0.

Rev. Mason made a motion to approve the minutes of the board workshop on September 7, 2017 and the regular meeting on September 18, 2017. The motion was seconded by Dr. Nation and passed by a vote of 7-0.

The board recognized the efforts of the two District students of the month for October. Jameson Kegler, a fifth grade student at Peete Elementary School is the Elementary Student of the Month. The Secondary Student of the Month is Tyra Young, an eleventh grade student at Early College High School. Congratulations to these students for their hard work and dedication!

Congratulations to Robert E. Lee High School senior Cody Olson for being named 2018 National Merit Semifinalist by the National Merit Scholarship Corporation.

The board congratulated Nakeitha Carter, a computer applications teacher, at Three Lakes Middle School for being October's Teacher of the Month.

Texas Governor Greg Abbott has proclaimed October 2017 as "Principals Month" in Texas. In honor of our principals and assistant principals, the State of Texas is recognizing the elementary and secondary school administrators. School leadership is vital to the success of all students and Tyler ISD is proud to honor the secondary and elementary school principals this month. The board congratulated and thanked each campus principal for their commitment to the students.

As part of the Lone Star Governance, Dr. Christy Hanson and Dr. James Cureton provided a summary of K-3rd grade MAP Scores and Beginning of the Year Data for Math and Reading. They reviewed K-8 scores and compared the data from the end of last year to the beginning of this year. To improve beginning and end of the year scores, the district established "Growth Goals" for K-2 students and teachers. If all K-2 students meet growth goals, then each student will have at least an 84% chance of passing the 3rd grade STAAR Reading test. They then addressed questions from the board.

Dr. Crawford stated that Dogan Middle School was identified as Improvement Required. The campus completed and submitted a two year Turnaround Plan in the spring of 2016. The Turnaround Plan has been reviewed by the Campus Improvement Team and updated to reflect changes and additional strategies implemented for the 2017-2018 school year. The updated Turnaround Plan was submitted to the Texas Education Agency on September 29, 2017. Vanessa Holmes, principal of Dogan Middle School, and Jerrod Bitter, school improvement officer, then addressed questions from the board.

Austin Elementary was identified in three out of four indexes as Improvement Required under the state accountability system. The 2017-2018 school year is the first year IR1 campuses will submit Targeted Elements. The Targeted Element Plan was developed by the Campus Leadership Team. The Campus Improvement Plan has been updated to reflect the Targeted Elements.

Mrs. Washington left the meeting at 8:04 a.m.

Mr. Washmon made a motion to approve the Campus Turnaround Implementation Plan for Dogan Middle School and the Targeted Element Plan for Austin Elementary School for the 2017-2018 school year. The motion was seconded by Mr. Martinez and passed by a vote of 6-0.

Rev. Hager stated that two people requested to speak during public participation. Michael Tolbert addressed the board. Nick Pesina opted not to address the board when called.

Mrs. Washington returned to the meeting at 8:12 p.m.

Regarding the Business/Legal/Finance/Consent agenda, the board pulled the approval of Gifts and Donations for individual consideration.

Mr. Washmon made a motion, seconded by Dr. Nation to approve the following:

- Approval of 2017-2018 Amended Budget;
- Approval of Resolutions for Sale of Property for Delinquent Taxes;
- Approval of Bonding for Tax Collector in the amount of \$50,000 with CNA Surety Company;
- Approval of Tyler ISD Employee Benefits – Accident and Critical Illness Insurance with Cigna;
- Approval of Early Site Construction and Demolition Package for John Tyler High School with WRL in the amount of \$1,373,203;
- Approval of Security Video Storage Upgrade with Presidio in the amount of \$325,097.31.

The motion was approved by a vote of 7-0.

Dr. Crawford stated the district has received donations in the amount of \$5,000.00 from Hall Buick GMC and \$5,000 from Jack Elementary PTA. Rev. Mason made a motion to approve the donations. The motion was seconded by Mr. Martinez and passed by a vote of 7-0.

Regarding the Curriculum/Instruction/Consent agenda, Mr. Bergfeld made a motion, seconded by Dr. Nation to approve the following items:

- Approval of Contract for Data-Based Systems Approach for Improving Student Performance with Organizational Health: Diagnostic and Development Corporation in the amount of \$94,953.15;
- Approval of Additional T-TESS Appraisers;
- Approval of Head Start Budget Revisions for the 2016-2017 budget.

The motion passed by a vote of 7-0.

Regarding Superintendent's/Staff reports, the Texas Education Agency required each school district in Texas to conduct a class size enrollment survey for grades K-4. If the survey indicated classes for grades K-4 exceeded the allowable class size limit of 22:1, the districts were required to submit a request and a copy of the Board approved compliance plan to the State Waiver Unit. At the June 19, 2017 meeting the board approved the District of Innovation Plan; therefore, this waiver

exemption is no longer required. The administration makes all attempts to maintain the class size limit of 22:1 ratio; however, a qualified teacher aide is provided when ratios are exceeded. Dr. Crawford stated that while the district is not required to file the waiver, the administration recognizes the importance of reporting this publicly as the board and community have placed a priority on maintaining class sizes. He stated that the west side campuses are growing and there is a need to look at attendance zones for elementary schools. He then addressed questions from the board.

Regarding future business, Dr. Crawford reminded the board about the upcoming meetings and the Ground Breakings for John Tyler High School and Robert E. Lee High School.

The meeting adjourned at 8:24 p.m. following a motion by Mr. Martinez, seconded by Rev. Mason and a vote of 7-0.

APPROVED: _____

/s/ Gina Orr
Gina Orr, Secretary

/s/ Frederick H. Hager, Jr.
Frederick H. Hager, Jr., Board President

Subject: Special Recognitions

The primary focus of the Tyler ISD Board Recognition Program is to acknowledge accomplishments achieved by Tyler Independent School District students, employees, campuses and departments.

STUDENTS

Tyler ISD would like to recognize the efforts of our two District students of the month for November. We would like to recognize **Alexandra Rodriguez**, a fifth grade student at **Owens Elementary School** as our Elementary Student of the Month. Our Secondary Student of the Month is **Francisco Uribe**, an eighth grade student at **Hogg Middle School**. Congratulations to these students for their hard work and dedication!

Tyler ISD would like to recognize the following students for their quick thinking and reaction during an incident with a fellow student who was having a seizure on the school bus. These students remained calm and provided exceptional support for the student, allowing the bus driver to maintain contact with the EMS services until they arrived at the scene.

**Bakari Price and Larrianna Rose Hambrick – John Tyler High School;
Ricky Brown – RISE Academy**

STAFF

Tyler ISD would like to recognize bus driver **Lavonda Mitchell** for her quick response and assistance during an incident involving a student having a seizure on her bus.

Congratulations to **Oscar Rodriguez**, a kindergarten teacher, Griffin Elementary School for being November's Teacher of the Month.

11-13-17

Subject: The Mentoring Alliance Update

BACKGROUND INFORMATION

The Mentoring Alliance mobilizes godly people to impact children and families through after school programs, summer camps and one-on-one relationships. The Mentoring Alliance has partnered with several Tyler ISD schools providing mentors, afterschool programs and summer programs; with a mission toward “*Tangible Help and Eternal Hope*”.

ADMINISTRATIVE CONSIDERATION

The partnership with The Mentoring Alliance includes:

- The Boys and Girls Club of East Texas Afterschool program
- Rose City Summer Camp
- Gospel Village

The ***Boys and Girls Club of East Texas*** provides fun, high quality and enriching after-school care for children ages kindergarten through 5th grade. The staff of the Boys and Girls Club of East Texas work collaboratively with Tyler ISD Curriculum and Instruction staff and campus staff to help students with homework and build academic skills. The Boys and Girls Club of East Texas operate at Austin, Bell, Birdwell, Boulter, Caldwell, Clarkston, Dixie, Douglas, Griffin, Jack, Orr, Owens, Ramey, Rice, Woods for the 2017-2018 school year.

Rose City Summer Camp is a partnership that brings the fun and excitement of summer camp and the academics of a great summer program to the students of Tyler. The convenience of hometown meets the adventure of summer camp for challenging and fun-filled experiences aimed at building character and preventing the “summer slide” academically.

Gospel Village pairs godly people from local churches with students from local schools in mentoring relationships. Mentors walk alongside children and their families to help transform the lives of the student and community, one child at a time. Gospel Village works to build the community as people of all ages, cultures and backgrounds connect with each other and tear down barriers.

ACTION REQUIRED

Discussion only

CONTACT PERSON

Christy L. Hanson, Ed. D.

11-13-17

Subject: Lone Star Governance Goal 1 - Early Literacy Update

BACKGROUND INFORMATION

The Tyler ISD PreK—Grade 3 Early Literacy Plan is focused on providing a district-wide aligned curriculum that ensures that 85% or above of all Grade 3 students will read at or above grade level by the end of 2021.

Third grade 2016-17 MAP data showed 44% of students across the district were reading on grade level at the end of the year; while 2016-17 STAAR data for 3rd grade reading showed 63% of students meeting expectation (63% Approaches, 34% Meets, 22% Masters). The data indicated a need for improved curriculum design aimed at supporting the district vision of positive student outcomes.

PreK-Grade 3rd grade 2017-18 curriculum was a collaborate effort among key stakeholders in Tyler ISD. Expert teacher teams (including Bilingual, ESL and Special Education teachers) wrote a robust and rigorous Early Literacy curriculum with two primary goals:

1. The new curriculum must address the academic needs of all Tyler ISD students. Every student (i.e. high achievers, struggling learners, GT, low socioeconomic students, etc.) must have equitable access and benefit from the curriculum.
2. The new curriculum can effectively be implemented by new teachers, as well as, veteran teachers.

ADMINISTRATIVE CONSIDERATION

The PreK – Grade 3 Literacy Plan supports the district's vision and three goals. The PreK – Grade 3 Literacy Plan will align to, or go beyond, the state standards to ensure most Tyler ISD students are reading at or above grade level by the end of Grade 3.

The PreK – Grade 3 Literacy Plan will support campus implementation of each campuses literacy plan throughout the 2017-2018 school year.

ACTION REQUIRED

Discussion Only

CONTACT PERSONS

Christy L. Hanson Ed.D.
Stacy Pineda

11-13-17

Subject: Fall 2017 Special Projects Report

BACKGROUND INFORMATION

During the 2017 Bond, the administration made a commitment to the board and the community to review and develop a middle school plan to continue the goal of focusing on successful student outcomes while creating more opportunities to excel academically.

ADMINISTRATIVE CONSIDERATION

The conversation around choice and innovation is not only a State phenomenon, it is also a local interest per the 2013 Strategic Plan.

Items imbedded in the Strategic Plan are aligned with this proposal:

- Intentional school choice offerings inspire and engage students in grades K-12;
- Support for campuses offering an innovative learning environment;
- A specialized middle school with an emphasis on Fine Arts;
- A specialized school with an emphasis on Early College High School (ECHS);
- Science, Technology, Engineering, Math (STEM) opportunities throughout the district.

ACTION REQUIRED

Discussion only

CONTACT PERSON

Marty Crawford, Ed. D.

11-13-17

Subject: Board Operating Procedures

BACKGROUND INFORMATION

As part of the Lone Star Governance, the board is encourage to formally adopt the practices and procedures by which the board operates.

At the Team of Eight Training on November 7, 2017, the board reviewed and revised the Board Operating Procedures.

ADMINISTRATIVE CONSIDERATION

The Board Operating Procedures are intended to guide and assist the Board Members in the conduct of its business. They are not intended to confer legal rights on any other person. The Board Operating Procedures will be reviewed annually and updated as needed as a part of Board training and orientation.

ADMINISTRATIVE RECOMMENDATION

The administration recommends the board approve the Board Operating Procedures.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Marty Crawford, Ed. D.

11-13-17



Board of Trustees
Operating Procedures
2017 - 2018

Board Adoption: 11-13-17

Tyler Independent School District
Board Operating Procedures
2017-2018

Table of Contents

Overview	3
Board Members Ethics	4
Educational Philosophy	5
Board Member Powers and Duties	6
Role and Authority of Board Officers	7
Board Member Compliance with Operating Procedures	8
Board Meetings:	
Preparing the Board Meeting Agenda	9
Preparing for Board Meetings	10
Participation at Board Meetings	11
Voting by Board Members	13
Board Workshops	14
Communication:	
Board Member's Request for Additional Information	16
Communication with Team Members between Meetings	17
Communicating with the Media	18
Communicating with the Community	20
Board Member Visits to Campuses and District Facilities	22
Board Operating Procedures Annual Review	23
Board Training	24
New Board Member Orientation	25

Overview

The Board Operating Procedures are intended to guide and assist the Board Members in the conduct of its business. They are not intended to confer legal rights on any other person.

The Board Operating Procedures are not intended to take precedence over Board Policy. If there is a conflict or inconsistency between these Procedures and Board Policy, Board Policy will take precedence. At no time are these Procedures intended to override Local or Legal Policy or state or federal law.

The Board Operating Procedures will be reviewed annually by the Board and updated as needed as part of Board training and orientation.

Board Member Ethics

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

EQUITY IN ATTITUDE

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

TRUSTWORTHINESS IN STEWARDSHIP

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of District resources.

HONOR IN CONDUCT

- I will make no personal promise or take private action that may compromise my performance or my responsibilities.
- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

INTEGRITY OF CHARACTER

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.

COMMITMENT TO SERVICE

- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.
- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- I will diligently prepare for and attend Board meetings.

STUDENT-CENTERED FOCUS

- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.
- I will be continuously guided by what is best for all students of the District.

Educational Philosophy

Vision Statement

We focus on successful student outcomes.

Core Beliefs

The Tyler ISD Board of Trustees believes:

- All children can learn.
It is the District's responsibility to ensure each student will reach his or her highest academic potential, graduate high school prepared for higher education and/or workforce in the global market while closing the achievement gap.
- All students deserve a safe and healthy learning environment.
It is the District's responsibility to provide a safe, healthy learning environment designed to attract, engage and retain the students' attention.
- Quality teachers and staff are the key to academic excellence.
It is the District's responsibility to establish academic excellence by hiring, training and retaining quality teachers and staff.
- Schools and communities have an enormous impact on students' lives.
It is the District's responsibility to collaborate with the community to achieve and sustain excellence in the education of District students.
- Effective and responsible utilization of the community's resources is fundamental in educating children.
It is the District's responsibility to allocate District resources to meet the needs of all students while maintaining the highest level of fiscal responsibility, efficacy and integrity.

Lone Star Governance

In November 2016, the Board of Trustees committed to Lone Star Governance, a continuous improvement model for governing teams (Boards in collaboration with their Superintendents) that choose to intensively focus on one primary object: Improving Student Outcomes.

Lone Star Governance accomplishes this intense focus through tailored execution of the five points of the Texas Framework for School Board Development: Vision, Accountability, Structure, Unity, and Advocacy.

In addition to Lone Star's singular focus on improving student outcomes, it provides a system for governing the secondary, but vital, legal and fiscal responsibilities of the board. Lone Star Governance Goals and Constraints as adopted by the Board are located in AE EXHIBIT.

Related Policies: AE (LOCAL and EXHIBIT)

Board Member Powers and Duties

Primary functions:

- Set the direction for the district, primarily focusing on the education and well-being of students.
- Translate the needs of students into policies, plans and goals that will be supported by the community.
- Represent the public interest.

Responsibilities:

- Hire and evaluate the superintendent as its chief administrator and executive officer
- Approve the district's budget
- Establish goals and evaluate outcomes
- Adopt and evaluate policies
- Levy and collect taxes, and issue bonds
- Order elections, canvass returns, declare results, and issue certificates of election as required by law
- Adhere to guidelines and policies mandated by the Texas Education Agency and the U.S. Department of Education

The Board shall be responsible for developing the policies to support the purpose of the District and ensuring that District employees and others engaged in business with the District follow all relevant laws, regulations, and procedures. The Board shall provide oversight of the District's major management systems: not limited to finance, human resources, safety and security, construction management, facilities, custodial services, transportation, food service, purchasing, and technology.

While holding the Superintendent accountable for performance of these systems, the Board shall not interfere with the Superintendent's management of the District.

Related Policies: BAA (LEGAL and LOCAL)

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Role and Authority of Board Officers

No Board Member or Officer has authority outside the Board meeting.

No Board Member can direct employees in regard to performance of their duties.

President

In addition to the duties required by law, the Board President shall:

1. Preside at all Board meetings unless unable to attend.
2. Follow the parliamentary guidelines in Robert's Rules of Order.
3. Appoint all Board committees, unless otherwise provided by policy, this procedure book, or Board consensus.
4. Serve as the Board's spokesperson with the media, at community events and at district events such as Convocation.

Vice-President

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.
2. Become President only upon being elected to the position.
3. Perform other duties as prescribed by the Board.

Secretary

1. The Board shall assign a District employee to provide assistance to the Board and perform the duties of the Board Secretary.
2. Ensure that an accurate record is kept of the proceedings of each Board meeting.
3. Ensure that notices of Board meetings are posted and sent as required by law.
4. Sign or countersign documents as directed by action of the Board.

Board Member Compliance with Operating Procedures

- Individual Board Members and/or the Superintendent of Schools are encouraged to express their concerns about a Board Member's compliance with Board Operating Procedures directly with that member, verbally, followed by any written communication.
- If the issue is not resolved after personal discussions between the individuals involved, then discussion with the Board President is appropriate. The Board President shall discuss the concern with the Board Member in question on behalf of the individual concerned, or the President shall moderate a discussion between those involved. If the concern involves the Board President, the Board Vice President shall serve this role.
- If the issue still is not resolved, the Board President shall place an item on the next meeting agenda for a Closed/Executive Session posted as "Deliberation of Duties of a Public Officer." Alternatively, three Board Members can notify the Board President and request the item be placed on the next meeting agenda.
- In Closed/Executive Session, the individuals with the concern shall state their concern and provide specific examples to support that concern and the Board shall discuss the concern. Among other options to resolve the matter in Closed/Executive Session, Board Members may encourage the Board Member to attend specific training related to the Board Operating Procedures.
- If the Board Member in question does not believe his or her behavior is in conflict with Board Operating Procedures even in the Closed/Executive Session discussion, the matter will be addressed by majority vote of the Board in open session, with options including, but not limited to, the following:
 - a. Require the Board Member to attend specific training related to the Board operating Procedures.
 - b. Formally reprimanded in public meeting.
 - c. Removal from any Board-appointed office.
- Discussions about compliance concerns should be intended to resolve the concern while avoiding any punitive actions. Discussions could include reminding the Board Member whose behavior is in question about the adopted Board Operating Procedures how the questionable behavior does not comply with those procedures. The discussion could also identify more appropriate alternatives to the questionable behavior or refer the Board Member to policies or procedures that outline approved ways to deal with the issue that prompted the questionable behavior.
- While the Superintendent of Schools is encouraged by these procedures to report to the Board President or other members in the event a compliance concern is not addressed individually, Board Members will not take concerns about fellow Board Members to the Superintendent of Schools.

Related Policies: BAA (Legal and Local); BBC (Legal); BBE (Legal and Local); BBF (Local); BDAA (Local); BDAA (Legal); BF (Local)

Preparing the Board Meeting Agenda

The normal deadline for submitting items for inclusion on the agenda is 4:00 p.m. on the eighth calendar day before regular meetings and noon of the third calendar day before special meetings. No agenda items shall be added after the agenda is officially posted 72 hours prior to the Board meeting.

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

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval, or Vice President, in absence of the Board President. In reviewing the preliminary agenda, the President shall ensure that any topics the Board or individual Trustees have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future, no later than the next regularly scheduled board meeting. The Board President shall not have authority to remove from the agenda a subject requested by a Trustee without that Trustee's specific authorization.

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, as provided by law. The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]

The agenda shall be posted publicly in a timely fashion, as required by law. In addition, the administration shall strive to provide copies of the meeting agenda to guests at the meeting and/or prominently display the agenda throughout the meeting.

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

The order of the regular Board meeting shall generally follow the guidelines as outlined in TASB Board Book. The Board shall reserve the right to adjust the order of the agenda as deemed appropriate or necessary. [See BE (EXHIBIT) for sample agenda]

Related Policies: BE (LEGAL and LOCAL)

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Preparing for Board Meetings

1. The superintendent will ensure that supporting information required for informed decision-making is prepared in advance when possible and included in the board meeting agenda packet.
2. Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least two hours prior to the time of an emergency meeting.
3. The superintendent will ensure that agenda packets are distributed to board members in a timely manner before the scheduled board meetings.
4. Board members prepare to address agenda items by doing the following:
 - a. Reading agenda packet materials before each board meeting.
 - b. Calling the superintendent with questions about agenda items or background information at least one business day before the scheduled board meeting.
5. Receiving answers to questions in advance does not preclude board members from asking relevant questions about agenda items during board meetings.

Related Policies: BE (LEGAL and Local)

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Participation at Board Meetings

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

The Board President shall make an opening statement to set the tone of the meeting and explain the guidelines.

Guidelines for Board Member Protocol shall be as follows:

1. Board members shall act and dress professionally.
2. Board members shall handle all interactions with each other, the Superintendent, staff and the public with respect.
3. Board members shall refrain from responding to speaker comments or addressing the audience.
4. Discussions shall be addressed to the Board President and then the entire membership.
5. Discussions shall be directed solely to the business currently under deliberation and the Board President shall reserve the right to close discussions that do not apply to the business before the Board.
6. The Board President shall preside with fairness and provide Board members with equal time. No Board member shall be permitted to procure substantial time extraordinary of other trustee's participation.
7. The Board President shall close discussions if the Board has agreed to a time limitation for discussion of an item and that time limit has expired.
8. An administrative designee shall serve as timekeeper.
9. The Board President shall not interfere with debate so long as members wish to address an item under consideration.
10. Board members shall, in every way, strive to make Board meetings effective, efficient, and professional.

Guidelines for Audience Protocol shall be as follows:

1. The audience shall be expected to remain quiet during the meeting.
2. All cell phones and other electronic devices shall be turned off or set to vibrate.
3. The audience shall be expected to refrain from cheering, clapping, or audibly commenting during the business portion of the meeting.
4. The audience shall be prohibited from displaying signs, posters, or placards inside the room where the Board meeting is being held.

5. If disruption occurs, the Board President shall have the authority to ensure order through verbal warnings and/or removal of the individual or individuals from the premises by law enforcement. Continued disruption may result in criminal charges. [See BED]

Guidelines for Speaker Protocol shall be as follows:

1. Public comment shall be limited to the designated open forum portion of a meeting, with the exception of public hearings.
2. Speakers shall be required to fill out a speaker participation form prior to speaking. The deadline for completing and submitting a speaker's form shall be ten minutes prior to the start of the regular Board meeting.
3. Speakers shall be acknowledged by the President before speaking and must state their first and last name and the intended topic of comments.
4. Public comments shall be limited to five minutes per speaker. When there are multiple speakers on the same issue, the Board President shall indicate the Board's desire that the speakers designate two or three people to speak for the group. The Board may have allotted time reduced if an unusually large number of persons wish to speak.
5. Speakers will refrain from direct questions to Board members, the Superintendent, District Staff or members of the audience while speaking.
6. Speakers may not accrue minutes from other speakers.
7. Speakers shall not use profane or vulgar language.
8. Speakers shall refrain from making personal attacks against any person.
9. Speakers shall remain in designated area for public comment.

Although the Board may ask clarifying questions, Board members may not respond to any comments.

The President of the Board has the authority to request that the appropriate member or administrator follow up with the individual regarding the information or concern presented to the Board.

The Board President shall reserve the right to conclude a speaker's privileges to address the School Board if any of these provisions are violated.

Related Policies: BED and BE (LEGAL and LOCAL), FNG (LOCAL)

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Voting by Board Members

Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request.

Related Policies: BE (LEGAL and LOCAL),

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Board Workshops

1. Workshops conducted by the School Board shall begin at times designated by the Board, the Board President, and Superintendent.
2. Workshop topics are determined by the board and aligned with priorities that are established annually in accordance with district goals and will be scheduled monthly or more frequently, as needed.
3. The workshop meeting location and time will be listed in the meeting notice. The public and the media are encouraged to attend workshops but the board will not receive public comment.
4. Board Workshops will focus on the areas as listed on the calendar for Lone Star Governance / Constraint Monitoring / Compliance Reporting.

Related Policies: BAA (Local); BE (Legal and Local)

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Lone Star Governance / Constraint Monitoring / Compliance Reporting

Board Workshop		Regular Meeting
January	Board Monitoring Goal 1.1 – 3 rd Grade STAAR (Benchmark 1)	Goal 1 – Early Literacy Athletics Mid Year Update Fine Arts Mid Year Update Competitive Academics Mid Year Update
February	Goal 3.1 – CTE Certification	Goal 1.2 – MAP/NWEA Data
March	Goal 1.1 – Early Tested Subjects and Grade Levels (Benchmark 2) Curriculum Updates (Mgmt. System)	Goal 2.2 – AP/Dual Credit Completion
April	Board Monitoring	Goal 1.1 - 3 rd Grade Benchmark II Benchmark II Update
May	Professional Development – (End of Year Review/New Year Plan)	Goal 1 – Early Literacy (Early Literacy Plan) Head Start Report
June	Budget Curriculum Updates Internal Audit Update SHAC Report TASB SLI	Goal 1.2 – MAP/NWEA Reading K-3 NWEA Map Data Update (Grades 4-10) Walk-throughs (TTESS/TPESS/Evaluation Progress)
July	Board Monitoring Goal 3.1 – CTE Certification	Goal 1.1 – 3 rd Grade STAAR Athletics Year End Update Fine Arts Year End Update Competitive Academics Year End Update
August	Budget	Accountability 101 STAAR Data, Accountability updates, Etc. Budget
September	Goal 2.1 – AP Scores 3 and up Curriculum Updates	Goal 2.2 – AP/Dual Credit Completion Campus/District Improvement Plans Internal Audit Plan
October	Board Monitoring Legislative Update TASA/TASB Convention	Goal 1.2 – MAP/NWEA –BOY K-3 Reading NWEA Map Data BOY Update Rose City Summer Camp Report
November	Team of Eight	Goal 1 – Early Literacy District School Redesign (Transformation) First Rating Report
December	Goal 2 – College Readiness (TAPR) Goal 3 – CTE Coherent Sequence TAPR Report PBMAS Report	Goal 2.1 – AP Scores – On Track Walk-throughs (TTESS/TPESS/Evaluation Progress) Curriculum Updates

*The reporting schedule is subject to change based on available data.

Board Member's Request for Additional Information

1. Members should request information not related to a meeting agenda item directly from the superintendent and/or board secretary.
2. The superintendent will determine if the information requested is available from existing sources or records or if it requires a special, one-time-only report.
3. If the requested information can be provided from readily available data with no diversion of staff time, it will be provided as soon as is reasonable.
4. In the event the request requires a special report that will divert staff time from established priorities, the superintendent will notify the requester and the board president.
5. The board president will place the request for information on the next meeting agenda to determine if a majority of the board agrees that the requested information is important for its future decision-making.
6. If the board agrees that the information is important for future decision-making, the superintendent will direct that a report be developed and provided as requested by the board.
7. All team members will receive a copy of any report generated by a board member's request in accordance with this procedure.

Reporting Requirement Concerning Board Member Requests for District Information Section 11.1512, Texas Education Code:

- (e) The district shall report annually to the Texas Education Agency not later than September 1 of each year:
- (1) the number of requests submitted by a member of the board of trustees of the district under Subsection (c) during the preceding school year; and
 - (2) the total cost to the district for that school year of responding to requests under Subsection (c).
- (f) In this section, "official capacity" means all duties of office and includes administrative decisions or actions.

Related Policies: BBE (LOCAL)

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Communicating with Team Members between Meetings

Board Members

1. Board Members may use mail, email, voice mail, text messaging, fax, phone, special committee meetings or personal contact to communicate with each other; however, Board Members shall never meet, talk, text or e-mail in a group large enough to constitute an official meeting, typically four (4) or more, unless notice has been posted. In email or text messaging, "Reply to All" should be avoided.
2. Board Members who participate in social media such as, but not limited to, Facebook, Google+, LinkedIn or Twitter, should be careful to avoid online conversations that could be construed as speaking for the Board or constituting an online Board meeting, continuing board business from a past or future meeting, or portraying the Board/District in a negative connotation.

Superintendent

1. Board Members will keep the Superintendent informed of concerns in a timely manner. It is the Superintendent's job to take action and resolve situations. Board Members should not violate the chain of command, causing disrespect and unclear expectations between Staff, Superintendent, and Board.
2. Superintendent will communicate information to all Board Members in a timely manner, including requests from the Board President.
3. The superintendent will meet with the board president as needed, or communicate by telephone, fax, and/or e-mail to inform him or her of district issues that may need to come before the board for information or action.
4. Questions submitted to the Superintendent via email or other electronic means should NOT be sent simultaneously to the entire Board. Doing so may constitute an online meeting.
5. Information shared by Superintendent to Board in executive session will be kept confidential until Superintendent notifies the Board that information is public.

Related Policies: BE (LEGAL) and BJA (LOCAL)

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Communicating with the Media

1. The board president or, in his or her absence or by appointment, the designee will serve as the board spokesperson to the media on issues regarding board actions or governance issues.
2. The superintendent or, in his or her absence, a specified designee shall be the official district spokesperson to the media on district issues.
3. A board member receiving a call from the media requesting information, comments, or an interview will inform the media representative that the superintendent is the board's designated contact for official information about district business and that the board president is the board's designated contact for official positions on the board's actions or decisions as a body.
4. Upon agreement, board president and superintendent may designate board members to speak on unique issues separate from district governance.
5. Board members who do speak with media representatives will clarify at the beginning of the interview that they are speaking as individuals rather than as authorized representatives of the board of trustees.
6. When speaking as an individual, the board member may remind media representatives of the official position or action already taken on the issue by the board of trustees and refer them to the board's designated spokesperson for further information about those actions.
7. When speaking to media representatives, board members will generally avoid stating opinions or speculating about possible board action on issues that are scheduled for discussion at a future board meeting and explain that decisions will be made after deliberation with members of the board at a meeting.

Related Policies: BBF (LOCAL), and BJA (LOCAL)

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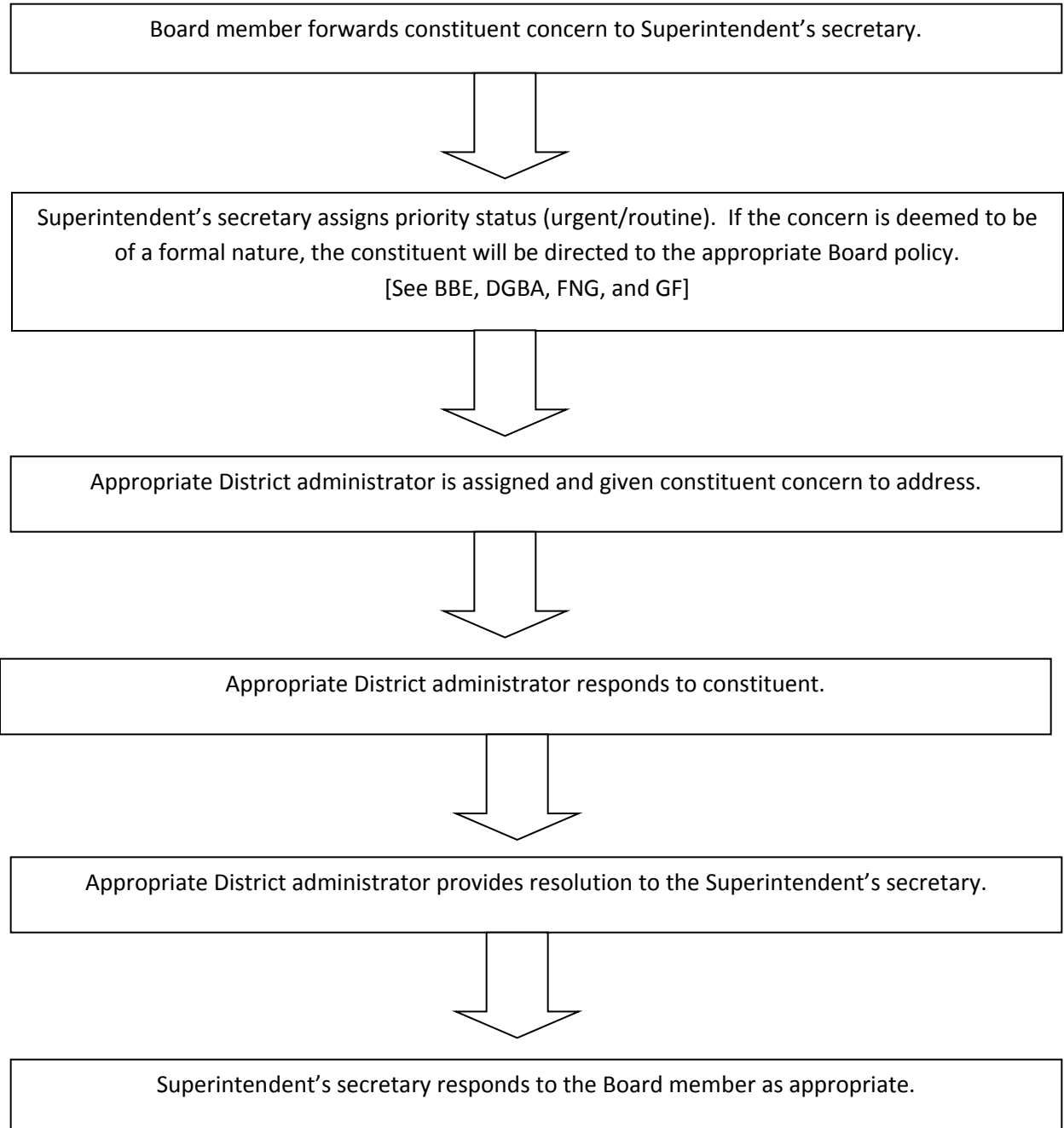
Communicating With the Community

1. Board members must provide service to constituents but should not involve themselves in problem management. It is the intention of the School board to meet these standards and follow these processes.
2. The Board and individual Board Members shall follow all state laws and regulations regarding the prohibitions of Board involvement in management.
3. As elected officials and Trustees acting on behalf of the public, Board Members have a responsibility to be accessible to the public and assist citizens with suggestions, questions, or complaints regarding the schools in the District. The following definitions shall apply:
 - a. Constituents are residents of the community who are represented by an elected public school District Board member. Constituents are receivers of public services and/or provide public funds for those services directly or indirectly.
 - b. Governance is the primary role of the elected school District Board member. Governance involves ensuring the delivery of required educational and support services in the District by providing oversight and policy to the Superintendent regarding those services and desired results. Governance is strategically based guidance and policy focused on effecting system improvement.
 - c. Management is the responsibility of the District Superintendent who is an employee of the Board and operates within District policy established by the School Board and all applicable state and federal laws and regulations. Management includes directing staff, allocating resources, administering programs and providing support services to improve school system effectiveness and successfully achieve District academic objectives.
 - d. *Appropriate* constituent service is defined as each Board member ensuring that management takes responsibility for helping citizens receive the services that the Texas Education Agency intends the District to provide, using the systems and resources provided for those services.
 - e. *Inappropriate* constituent service is defined as Board member involvement in management or delivery of specific services or desired result, even if the problem is serious and/or the board member's involvement is minimal. This includes an obligation not to confer special advantage on employees, parents, students, vendors or any other person or entity outside regular management decision-making processes established by policy or management directive to guarantee fairness and equity.

4. Recognizing the need to provide quality service to constituents, the Board and Superintendent shall work together to put into place a system for tracking and responding to constituent inquiries.
5. The goal of the District shall be to respond promptly and professionally to any questions or concerns of the public. To this end, the public is encouraged to use published telephone numbers to contact the appropriate District personnel regarding issues or questions. Another valuable resource is the District website www.tylerisd.org which contains policy, procedures and the status of various ongoing programs which will often answer many questions. The website also provides access to those who want to send questions and comments directly to the Superintendent using electronic mail.
6. If the above information sources do not provide answers, constituents may contact the respective Board member directly by calling the Superintendent's Secretary. As appropriate, such inquiries shall be tracked using a system with the following features:
 - a. A protocol for handling constituent requests for information or assistance;
 - b. A primary contact person in the Administration Building who shall refer constituent service issue requests to the appropriate Administrative personnel;
 - c. A feedback system so that Board members may know the resolution of requests.
7. See Appendix A for Constituent Service Flow Chart regarding the protocol for constituent service requests. [BBE(EXHIBIT)]
8. The assigned District Administrative personnel shall respond to the constituent and forward the resolution to the Board Secretary. The Board Secretary shall be responsible for ensuring that the respective Board member is advised of action on the constituent requests.
9. Response to constituent requests shall be managed on a priority basis. The board Secretary and District staff shall establish priorities considering all requests. The priority in which requests are answered is based on the urgency of the specific issue and not the importance of each request. The Board considers all requests to be important and warranting an expedient response. In cases where extensive staff work is required to collect data or research information to respond, an interim response will be provided to the constituent by the assigned district administrative personnel.
10. Constituent request data shall be managed by the Superintendent's Office.
11. The constituent services response shall comply with other local policies and procedures to ensure that complaints by employees, parents, students, or other members of the public are addressed and are in concert with existing policies. [See DGBA, FL, FNG, and GF]

Appendix A

CONSTITUENT SERVICE FLOW CHART TYLER INDEPENDENT SCHOOL DISTRICT



Board Member Visits to Campuses and District Facilities

- Board members are encouraged to attend as many campus events as their time permits.
- As a courtesy to the Administration, Board members will make every effort to notify the Superintendent's Office in advance of visiting a campus.
- Board members are required to check in with the principal's office and follow campus guidelines for visitors.
- Board members may interact with any staff member or student during conference periods, lunch, recess, and before or after school without interrupting scheduled learning periods or interfering with the learning process.
- Board members are not to go unannounced into teachers' classrooms or individual buildings for the purpose of evaluation.
- When visiting with teachers of their own children, board members will make it clear that they are acting as parents rather than as board members.
- Board members will not request or accept extraordinary consideration or favors from any district employee.

This does not pertain to visits as a parent, as a spectator to school events, or other events open to the general public or by invitation.

Related Policies: BBE (Legal); BBE (Local); GKA (Legal); GKA (Local)

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Board Operating Procedures Annual Review

1. Board Members shall review annually and update as needed as a part of Board training and orientation.
2. A work session may be called to review or update the guidelines if necessary.

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Board Training

Each Board member must complete any training required by the State Board of Education (SBOE). The training requirement consists of orientation, team building, and annual continuing education. To the extent possible, the entire Board shall participate in training programs together. *Education Code 11.159; 19 TAC 61.1(b), .1(i)*

Overview of Continuing Education Requirements for School Board Members

Continuing Education Required of Local School Board Members	Tier	First Year Board Member	Experienced Board Member	Provider
Local District Orientation	1	At least 3 hours Required within 60 days of election or appointment	Not required	Local district
Orientation to the Texas Education Code	1	3 hours Required within 120 days of election or appointment	Not required	Education Service Center
Update to the Texas Education Code	1	Not required	<i>After legislative session: length determined by issues addressed in legislation</i>	Any registered provider
Team-building Session must include a review of the roles, rights, and responsibilities of the local board as outlined in the Framework for Governance Leadership and an assessment of continuing education needs of the board-superintendent team	2	At least 3 hours	At least 3 hours each year	Any registered provider
Additional Continuing Education, based on assessed needs	3	At least 10 hours	At least 5 hours each year	Any registered provider
Continuing Education Required of All Elected Public Officials— Effective 1/1/2006		First Year Board Member	Experienced Board Member	Provider
Open Meetings Training		1 hour Required within 90 days of election or appointment		Attorney General's Office or other approved provider
Public Information Act Training (Boards may delegate this training to the district's public information coordinator)		Check local district policy for any board requirement (BBD Local)		Attorney General's Office or other approved provider

Questions about continuing education requirements? E-mail its@tasb.org or call 800.580.8272, extension 2453.

Questions about Leadership Team Services (LTS) programs and services? Visit LTS.tasb.org, or call 800.580.8272, extension 2452.



Updated: 8/14

New Board Member Orientation

1. New Board Members should attend as much training as possible during their first year of service.
2. The Superintendent and administration will meet with each new member as soon as practical after joining the Board. The Superintendent will review the On-boarding process that has been developed.
 - a. The Superintendent will arrange for new Board Members to visit with key staff members to familiarize themselves with such issues as finance, budgets, curriculum and instruction, safety and discipline issues, school management issues, and other issues of interest.
 - b. Every new Board Member should meet with the Superintendent regarding Lone Star Governance and specifically how the Board of Trustees utilizes this philosophy to conduct its business.
 - c. Topics for discussion could include the following:

Review of Operating Procedures Manual

Superintendent and Board Member Relationship

Understanding the Team of 8

Meetings of the Board (Work Session, Regular, and Called)

Board Officer Elections

Standards of the Duties of a Board Member

Board Member Ethics

Role and Authority of Officers Travel and Training

Allowable expenses; credit card issuances Hotel/travel arranged by Superintendent's office

Review Calendar for Major Events and Dates (Summer Leadership Institute, Open Meetings and Public Information Act Training, State Convention, Graduation, Convocation, Team Building Session, Education Foundation Luncheon, PTA Luncheons)

School Visit Guidelines

Communications/Local Complaint Policy/Dealing with Media

Continuing Education Requirements and Expectations

Review of Open and Closed Meetings

Review of Board Meeting Process/Packets

Review of TASB

Membership in TASB (benefits and uses)

Review of Policy (Difference in Legal, Local, and Regulation, where to find)

Review of Personnel Structure of ISD

Superintendent's contract

Superintendent's Evaluation / Board of Trustees Evaluation

Lone Star Governance

Subject: 2017-2018 Amended Budget

BACKGROUND INFORMATION

The Texas Education Agency requires that independent school districts file an amended budget, approved by the Board of Trustees, with the Agency.

ADMINISTRATIVE CONSIDERATIONS

An amended 2017-2018 budget for the general fund has been prepared, and a copy is included in the agenda.

ADMINISTRATIVE RECOMMENDATION

That the Board approves the 2017-2018 amended budget for the general fund as presented in the agenda.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17

**TYLER INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
AMENDED EXPENDITURE BUDGET
2017-2018**

	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	CHANGE ORIGINAL BUDGET	CHANGE CURRENT BUDGET
Total Function 11 - Instruction	\$ 85,903,346.22	\$ 85,640,507.09	\$ 85,416,726.38	\$ (486,619.84)	\$ (223,780.71)
Total Function 12 - Instructional Resources and Media Services	2,749,200.58	2,749,500.58	2,750,259.41	1,058.83	758.83
Total Function 13 - Curriculum and Instructional Staff Development	4,810,505.18	4,849,734.12	4,935,957.46	125,452.28	86,223.34
Total Function 21 - Instructional Development	2,777,953.92	2,802,718.65	2,802,789.05	24,835.13	70.40
Total Function 23 - School Administration	9,199,685.20	9,224,361.26	9,252,829.54	53,144.34	28,468.28
Total Function 31 - Guidance, Counseling & Evaluation Services	4,315,650.47	4,315,399.38	4,322,494.55	6,844.08	7,095.17
Total Function 32 - Social Work Services	549,110.19	554,307.50	554,307.50	5,197.31	
Total Function 33 - Health Services	1,964,427.00	1,965,127.00	2,015,382.00	50,955.00	50,255.00
Total Function 34 - Student (Pupil Transportation)	4,741,666.28	5,608,568.28	5,608,568.28	866,902.00	
Total Function 36 - Cocurricular/ Extracurricular Activities	4,280,161.74	4,372,569.13	4,387,951.52	107,789.78	15,382.39
Total Function 41 - General Administration	3,691,381.69	3,691,381.69	3,719,413.64	28,031.95	28,031.95
Total Function 51 - Plant Maintenance and Operations	13,699,216.34	13,706,339.79	14,746,440.87	1,047,224.53	1,040,101.08
Total Function 52 - Security and Monitoring Services	2,158,997.84	2,158,639.32	2,159,027.16	29.32	387.84
Total Function 53 - Data Processing Services	2,577,197.35	2,882,036.14	2,905,954.54	328,757.19	23,918.40
Total Function 61 - Community Service	44,169.00	43,811.50	38,521.50	(5,647.50)	(5,290.00)
Total Function 71 - Principal Repayment	158,000.00	158,000.00	158,000.00		
Total Function 81 - Facilities Acquisition and Construction	15,000.00	33,915.53	130,968.55	115,968.55	97,053.02
Total Function 93 - Shared Svc Arrangement	424,000.00	424,000.00	424,000.00		
Total Function 99 - Intergovernmental Charges	1,736,750.00	1,736,750.00	1,736,750.00		
Transfer to Preventive Maintenance Account	2,292,575.00	2,292,575.00	2,292,575.00		
TOTAL EXPENDITURES-GENERAL OPERATING FUND	\$ 148,088,994.00	\$ 149,210,241.96	\$ 150,358,916.95	\$ 2,269,922.95	\$ 1,148,674.99

Tyler Independent School District
General Operating Fund
Amended Expenditure Budget
Summary of Significant Changes from Original and Current Budgets
2017-2018

Changes to Budget:	Original	Current
Rollover of Prior Year Encumbrances	2,269,922.95	1,148,674.99
	<u>2,269,922.95</u>	<u>1,148,674.99</u>

Subject: Approval of 2017 Certified Tax Roll

BACKGROUND INFORMATION

In compliance with Section 26.09 (e) of the Property Tax Code, the governing body of each taxing jurisdiction is required to officially approve the tax roll created for its district. A copy of the values and levies is attached.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board of Trustees approve the 2017 Certified Tax Roll.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17



Tax Assessor-Collector
Property Tax 903-590-2920
Fax 903-590-2939

Auto Registration 903-590-2900
Fax 903-590-2908

COUNTY OF SMITH

Gary B Barber
Box 2011
Tyler, Texas 75710-2011

October 16, 2017

TYLER INDEPENDENT SCHOOL DISTRICT

In accordance with Sec. 26.09 (e) of the Tax Code, the 2017 Tax Roll is hereby submitted for approval by your governing board. The tax roll reflects the following values and levy:

2017 Certified Value as of 07-18-2017	8,868,469,426
Adjusted Certified Value as of 10-9-2017	8,866,846,036
Total Levy	118,758,469.02

Please return a signed copy of the 2017 Tax Roll to the Smith County Tax Office. The Tax Code requires a copy be available for the public.

Signature of Board President

Date

Subject: Annual Investment Broker Review

BACKGROUND INFORMATION

The current adopted Board Investment Policy was developed by the administration with the aid of the Texas Association of School Board Policy Service. It is based on federal and state statutes, case law, state Board policies, governmental regulations, and local requirements of the district.

ADMINISTRATIVE CONSIDERATIONS

The current investment policy requires that the list of qualified brokers authorized to engage in investment transactions with the District be reviewed by the Board not less than annually. The list of brokers includes: Southside Bank, Southside Bank Trust Department, Lone Star Investments, Texpool, Texas TERM/TexasDAILY, VFinance, T.D. Ameritrade, Global Financial Services, and Total Compensation Group Investment Advisory Services, LP.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board review and adopt the current list of brokers authorized to engage in investment transactions with the District.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17

Subject: Resolution Re-affirming the Investment Policy and Strategies of Tyler ISD

BACKGROUND INFORMATION

The current adopted Board Investment Policy was developed by the administration with the aid of the Texas Association of School Board Policy Service. It is based on federal and state statutes, case law, and state Board policies, governmental regulations, and local requirements of the District.

ADMINISTRATIVE CONSIDERATIONS

The current investment policy requires that the investment policy and strategies therein be reviewed by the Board not less than annually. The current policy was last affirmed by the Board in November of 2016.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board adopt the Resolution re-affirming the Investment Policy and Strategies of Tyler ISD.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17

RESOLUTION RE-AFFIRMING THE INVESTMENT POLICY AND STRATEGIES
OF TYLER INDEPENDENT SCHOOL DISTRICT

WHEREAS, Tyler Independent School District (the "District") has been legally created and operates pursuant to the general laws of the State of Texas applicable to independent school districts; and

WHEREAS, the Board of Trustees has convened on this date at a meeting open to the public and wishes to re-affirm its Investment Policy and the Investment Strategies therein for the District, in the form attached hereto as Exhibit "A", pursuant to Chapter 2256, Texas Government Code, as amended from time to time;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TYLER INDEPENDENT SCHOOL DISTRICT THAT:

Section 1: The Investment Policy and investment strategies contained therein, in the form attached hereto as Exhibit "A", is hereby adopted as the investment policy for the District.

Section 2: The provisions of this Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Trustees.

November 13th, 2017

Frederick H. Hager, Jr., Board President

Gina Orr, Board Secretary

11-13-17

OTHER REVENUES
INVESTMENTSCDA
(LOCAL)INVESTMENT
AUTHORITY

The chief financial officer and the executive director of financial services shall serve as the investment officers of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

APPROVED
INVESTMENT
INSTRUMENTS

From those investments authorized by law and described further in CDA(LEGAL) under AUTHORIZED INVESTMENTS, the Board shall permit investment of District funds in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load money market mutual funds and no-load mutual funds as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

SAFETY

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. The investment officers shall observe financial market indicators, study financial trends, and utilize available educational tools in order to maintain appropriate investment managerial expertise. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

INVESTMENT
MANAGEMENT

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

LIQUIDITY AND
MATURITY

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. Maturities longer than one year may be authorized, provided legal limits are not exceeded.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

DIVERSITY

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

MONITORING MARKET
PRICES

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done monthly or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

MONITORING RATING
CHANGES

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

FUNDS / STRATEGIES

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

OPERATING FUNDS

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

	objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
AGENCY FUNDS	Investment strategies for agency funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
DEBT SERVICE FUNDS	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
CAPITAL PROJECT FUNDS	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
INSURANCE FUNDS	Investment strategies for insurance funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
SAFEKEEPING AND CUSTODY	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
BROKERS / DEALERS	Prior to handling investments on behalf of the District, brokers/dealers must submit required written documents in accordance with law. [See SELLERS OF INVESTMENTS, CDA(LEGAL)] Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA).
SOLICITING BIDS FOR CD'S	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
INTEREST RATE RISK	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>
INTERNAL CONTROLS	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

ANNUAL REVIEW

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

ANNUAL AUDIT

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

Subject: Resolution Approving Independent Sources of Instruction Relating To
The Investment Responsibilities

BACKGROUND INFORMATION

The current adopted Board Investment Policy was developed by the administration with the aid of the Texas Association of School Board Policy Service. It is based on federal and state statutes, case law, state Board policies, governmental regulations, and local requirements of the district.

ADMINISTRATIVE CONSIDERATION

The current investment policy requires that the list of sources of instruction to provide investment training to investment officers be approved and reviewed by the Board of Trustees. The list of independent training sources as stated in the resolution are: Texas Association of School Boards ("TASB"), Texas Association of School Administrators ("TASA"), Texas Association of School Business Officials ("TASBO"), University of North Texas, American Institute of Certified Public Accountants ("AICPA"), Region VII Service Center, Texas State University in San Marcos, Government Treasurers' Organization of Texas ("GTOT"), and Texas Society of Certified Public Accountants ("TSCPA").

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board review the current list of instructional sources and adopt the Resolution Approving Independent Sources of Instruction Relating to the Investment Responsibilities.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17

**RESOLUTION APPROVING INDEPENDENT SOURCES OF INSTRUCTION
RELATING TO THE INVESTMENT RESPONSIBILITIES**

WHEREAS, section 2256.008(a), Texas Government Code, as amended, requires the treasurer, chief financial officer if the treasurer is not the chief financial officer and investment officer of a local government to attend an investment training session not less than once in a two-year period and receive not less than eight hours of instruction relating to investment responsibilities from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer, as provided in the investment policy of the local government:

WHEREAS, the Texas Association of School Boards ("TASB"), the Texas Association of School Administrators ("TASA"), the Texas Association of School Business Officials ("TASBO"), University of North Texas, the American Institute of Certified Public Accountants ("AICPA"), Region VII Service Center, Texas State University in San Marcos, Government Treasurers' Organization of Texas ("GTOT"), and Texas Society of Certified Public Accountants ("TSCPA") provide investment training sessions relating to investment responsibilities: and

WHEREAS, the governing body of this local government wishes to approve TASB, TASA, TASBO, University of North Texas, AICPA, Region VII Service Center, Texas State University in San Marcos, GTOT, and TSCPA as independent sources of instruction to provide investment training sessions required by Section 2256.008(a):

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THIS LOCAL GOVERNMENT AS FOLLOWS:

Section 1. Approval of Independent Sources of Instruction. TASB, TASA, TASBO, University of North Texas, AICPA, Region VII Service Center, Texas State University in San Marcos, GTOT, and TSCPA are hereby approved as independent sources of instruction relating to investment responsibilities for the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of this local government, as required by Section 2256.008(a), Texas Government Code, as amended.

Section 2. Public Meeting. It is Hereby found, determined, and declared that a sufficient written notice of the date, time, place and subject of the meeting of the governing body of this local government at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public at the regular meeting place of the governing body for the time required by law preceding this meeting, as required by Chapter 55 I, Texas Government Code, and that his meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The governing body further ratifies, approves and confirms such written notice and the contents and posting thereof.

FINALLY PASSED AND ADOPTED this 13th day of November, 2017.

Frederick H. Hager, Jr., Board President

ATTEST:

Gina Orr, Board Secretary

(SEAL)

Subject: Resolution Extending the Municipal Advisory Services Agreement for the Managed Asset Portfolio Program (MAPP)

BACKGROUND INFORMATION

Section 2256.003 of the Texas Government Code allows school districts to contract with an investment management firm for a maximum term of two-years, which contract may be extended or renewed. The renewal or extension of such a contract must be made by order, ordinance or resolution.

ADMINISTRATIVE CONSIDERATIONS

The current agreement with TCG Advisors to participate in the MAPP was approved by the Board on November 19, 2015. To continue the agreement for another two years as provided by statute, the Board must take action to extend the agreement.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board adopt the Resolution Extending the Municipal Advisory Services Agreement for the Managed Asset Portfolio Program.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Tosha Bjork

11-13-17

**RESOLUTION EXTENDING THE MUNICIPAL ADVISORY SERVICES AGREEMENT
FOR THE MANAGED ASSET PORTFOLIO PROGRAM (MAPP)**

WHEREAS, section 2256.003(b), Texas Government Code, as amended, requires the governing body of the local government to take action to extend any contract with an investment management firm for the investment of the entity's public funds on a biennial basis:

and

WHEREAS, the governing body of this local government wishes to continue its participation in the Managed Asset Portfolio Program with Total Compensation Group Advisory Services, LP, a registered investment advisor and registered municipal advisor:

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THIS LOCAL GOVERNMENT AS FOLLOWS:

The Municipal Investment Advisory Services Agreement entered into on November 19, 2015, is extended for an additional period of two years as provided by Section 2256.003(b), Texas Government Code, as amended.

FINALLY PASSED AND ADOPTED this 13th day of November, 2017.

Frederick H. Hager, Jr., Board President

ATTEST:

Gina Orr, Board Secretary

(SEAL)

Subject: Consider Approval to Amend the RPR Construction Inc. (RPR) Contract for the CHRISTUS Trinity Mother Frances (CTMF) Rose Stadium Improvements – Phase II

BACKGROUND INFORMATION

At the August 21, 2017 board meeting, the Board of Trustees approved entering into a contract with RPR as Construction Manager at Risk for the CTMF Rose Stadium Improvements – Phase II. PBK Inc. has developed and designed additions and renovations for Phase II of CTMF Rose Stadium. Included in the design are renovations of press box, alternate 1 - new ticket booths/fence, and alternate 2 - additional handicapped access to the visitors seating area.

ADMINISTRATIVE CONSIDERATION

RPR has reviewed the design documents and scope of work before distributing bids in all work categories. Bids were advertised within the legal time frame. RPR extrapolated a Guaranteed Maximum Price (GMP) from those bids. The GMP is as follows:

Base Bid	\$4,151,015
Alternate 1	\$ 751,491
Alternate 2	<u>\$ 321,485</u>
Total GMP	\$5,223,991

The contract amendment is provided under separate cover. Funding is provided through the fund balance for special projects.

ADMINISTRATIVE RECOMMENDATION

The administration recommends the board approve an amendment to the RPR contract for the CHRISTUS Trinity Mother Frances Rose Stadium improvements – Phase II in the amount of \$5,223,991 plus \$313,439.46 for PBK's professional fees for a project total of \$5,537,430.46.

ACTION REQUIRED

Board Approval

CONTACT PERSONS

Tosha Bjork
Tim Loper

11-13-17

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
RPR Construction Co., Inc.
Tyler, TX United States

Certificate Number:
2017-250686

Date Filed:
08/16/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Tyler Independent School District

Date Acknowledged:

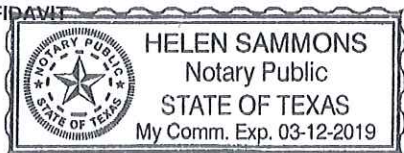
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
17-0021
CHRISTUS Trinity Mother Frances Rose Stadium Press Box Renovation

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Tim, Rutledge	Tyler, TX United States	X	

5 Check only if there is NO Interested Party.

☐

6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Tim Rutledge
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Tim Rutledge, this the 16th day of August, 2017, to certify which, witness my hand and seal of office.

[Signature] Helen Sammons Notary Public
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

Subject: Appointment to Smith County Appraisal District Board of Directors

BACKGROUND INFORMATION

Tyler ISD is entitled to select three (3) members of the Board of Directors for the Smith County Appraisal District. Members of the Board of Directors serve two-year terms beginning on January 1 of even numbered years.

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board approve the resolution appointing Therelee Washington, Andy Newberry, and Orenthia Mason as the District's representatives on the Smith County Appraisal District Board of Directors. All three have agreed to serve. The term of office will begin January 1, 2018 for a period of two years.

ACTION REQUIRED

Board Approval

CONTACT PERSON

Marty Crawford, Ed. D.

11-13-17

RESOLUTION

A RESOLUTION NOMINATING CERTAIN PERSON(S) AS CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS FOR SMITH COUNTY APPRAISAL DISTRICT; REPEALING ALL RESOLUTIONS IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED by the Tyler Independent School District of the Tyler, Texas:

I.

THAT the Tyler Independent School District herewith nominates the following persons as candidates for election to the Board of Directors for the Smith County Appraisal District for a period of two years beginning January 1, 2018:

Therelee Washington
Orenthia Mason
Andy Newberry

II.

THAT all Resolutions or parts of Resolutions in conflict with this Resolution are repealed to the extent of such conflict only.

III.

THAT this Resolution shall be and become effective on and after adoption.

PASSED AND APPROVED by a majority vote of the Board of Trustees of the Tyler Independent School District on the 13th day of November, 2017.

Frederick H. Hager, Jr.
President, Board of Trustees
Tyler Independent School District

ATTEST:

Gina Orr, Board Secretary

Subject: Consider Approval of a Drainage Easement to the City of Tyler for Robert E. Lee High School

BACKGROUND INFORMATION

The District has been approached by the City of Tyler requesting a drainage easement for a portion of the land owned by Tyler ISD located at 411 E Loop 323, Tyler, TX. The easement will provide drainage improvements for Robert E. Lee High School and will not impact the campus in any adverse way or be of a safety concern.

ADMINISTRATIVE CONSIDERATION

Copies of the easement and the location are included in the agenda.

ADMINISTRATIVE RECOMMENDATION

The administration recommends the Board of Trustees approve the drainage easement as requested by the City of Tyler for a portion of the land at Robert E. Lee High School.

ACTION REQUIRED

Board Approval

CONTACT PERSONS

Tosha Bjork
Tim Loper

11-13-17

DRAINAGE EASEMENT

THE STATE OF TEXAS}

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF SMITH }

That I (we) Tyler Independent School District of the County of Smith and the State of Texas hereinafter referred to as Grantors, has this day GRANTED and CONVEYED, and by these presents, does hereby GRANT and CONVEY unto the City of Tyler, P.O. Box 2039, Tyler, Texas, a municipal corporation, situated in Smith County, Texas, an easement to construct, reconstruct and perpetually maintain drainage facilities, upon and across the tract or parcel described in Exhibit "A" which is attached hereto, and made a part hereof for all purposes. This is not a purchase of property but simply an agreement for the use of the easement.

TO HAVE AND TO HOLD the same perpetually to the City of Tyler, its successor and assigns, together with the right and privilege at any and all times to enter and leave said premises, or any part thereof, for the purpose of constructing and maintaining said improvements, and for making connections therewith; all upon the condition that the City of Tyler will at all times after doing the work in connection with the construction, maintenance or repair of said drainage improvements, restore the surface of said premises to the extent of improvements placed upon the property by the owner.

The Grantor, his heirs and assigns shall not permit any building nor other permanent structure to be erected within the bounds of this permanent easement, except fences, driveways and parking areas; provided however, brick, stone, masonry, nor fences obstructing the flow of storm water runoff will not be erected.

It is further agreed that this easement will not interfere with the Granter's right to use the surface of said land for purposes other than as hereinbefore provided, and if the said City of Tyler shall go upon said easement thereafter maintaining its storm sewer and injure or damage any property or improvements, it shall pay reasonable damages therefor, and the said City will at all times after excavating or digging in said ditch, backfill the same so that the surface of said land will be in as good condition as it was before such excavating or digging, and will maintain the same in such condition.

Indemnity. Grantor expressly agrees that as a condition for the services provided by City under this Agreement, Grantor shall hold harmless and shall indemnify City and City's employees, agents, officials and representatives, for claims or suits resulting from any injuries or damages to Grantor, Grantor's members and representatives, or damages to any property of Grantor, Grantor's members and representatives, resulting from City's work under this agreement.

IN WITNESS WHEREOF, this instrument is executed on the 13th day of November, 2017.

Frederick H. Hager, Jr. - Grantor
Board President
Tyler Independent School District

ACKNOWLEDGEMENT

THE STATE OF TEXAS}

COUNTY OF SMITH }

BEFORE ME, the undersigned, a Notary Public, on this day personally appeared Frederick H. Hager, Jr. as Board President for the Tyler Independent School District, known to me to be the person(s) whose name(s) is (are) subscribed to the foregoing instrument and acknowledged to me that he/she/they executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 13th day of November, 2017.

Notary Public, State of Texas

EXHIBIT "A"
Drainage Easement

Being a centerline description of a 25.00-foot wide strip of land, 12.50 feet each side of same, for a proposed drainage easement situated in the Robert Fletcher Survey, Abstract No. 359, Smith County, Texas, and being part of a called 43.9111 acre tract of land described in a Deed from Rose Rudman to Tyler Independent School District, recorded in Volume 854, Page 393 of the Smith County Land Records, said centerline being more completely described as follows:

Beginning at a P.K. Nail set in concrete in the East right of way of Red Raider Drive, (60.00-foot wide right of way dedication for a private drive) from which a 1/2" iron rod found for the Southwest corner of said 43.9111 acre tract bears South 01 degree 04 minutes 16 seconds West, a distance of 1271.04 feet, said 1/2" iron rod found being at the coordinates of (N: 6805694.682, E: 2957635.664);

Thence South 47 degrees 13 minutes 23 seconds East, a distance of 33.34 feet to a 60d nail set;

Thence South 07 degrees 21 minutes 25 seconds East, a distance of 198.36 feet to a 60d nail set;

Thence South 16 degrees 35 minutes 33 seconds East, a distance of 206.79 feet to a 60d nail set;

Thence South 32 degrees 32 minutes 34 seconds East, a distance of 406.64 feet to a point for corner;

Thence along a curve in a counterclockwise direction having a delta angle of 22 degrees 45 minutes 40 seconds, an arc distance of 79.45 feet, a radius of 200.00 feet, and a chord of South 43 degrees 57 minutes 49 seconds, a chord distance of 78.93 feet to a point for corner;

Thence South 57 degrees 11 minutes 51 seconds East, a distance of 110.12 feet to a 60d nail set for the end of the herein described 25.00-foot wide strip of land;

Bearing basis is the Texas State Plane Coordinate System, Grid North Central Zone, NAD 83, (feet), based on the 1993 adjustment of the NAD 83 System. The Control Monument is TJC1-Tyler, Leica Geosystems Smartnet of North America.

I, Kevin L. Kilgore, Registered Professional Land Surveyor No. 4687, Texas, do hereby certify that the above field note description was prepared from an actual on-the-ground survey made under my direction and supervision during the month of September, 2017.

GIVEN UNDER MY HAND AND SEAL, This the 20th day of October, 2017.



Kevin L. Kilgore, R.P.L.S. 4687



Exhibit "B"

CITY OF TYLER DRAINAGE EASEMENT

Part of a Called 43.9111 Acre Tract

Tyler Independent School District

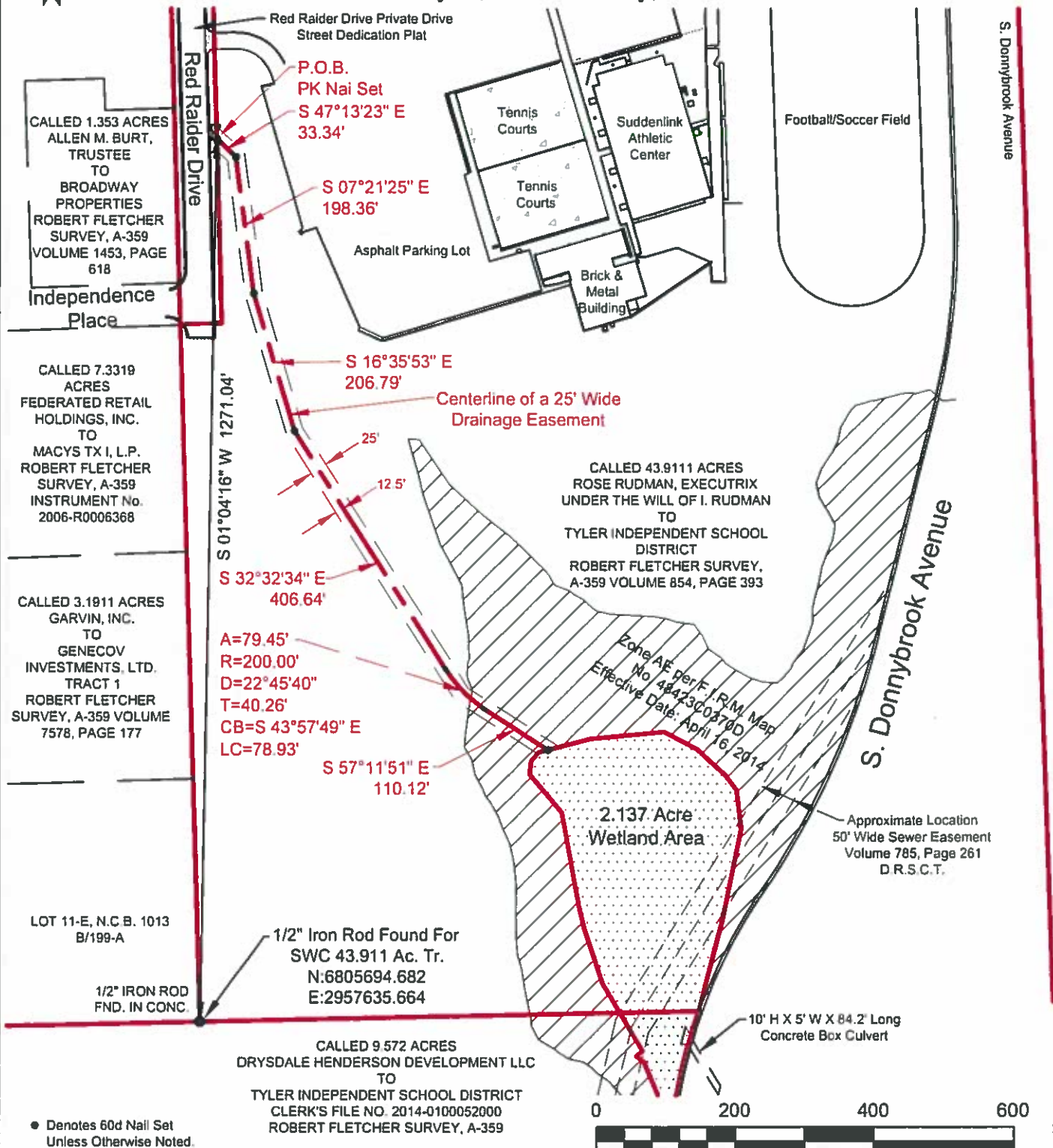
Robert E. Lee High School

Volume 854, Page 393

Smith County Deed Records

Robert Fletcher Survey, A-359

Tyler, Smith County, Texas



Subject: Approval of School Health Advisory Council (SHAC) Committee

BACKGROUND INFORMATION

According to Education Code, Chapter 28.004, Local School Health Advisory Council and Health Education Instruction, the board of trustees of each school district shall establish a local school health advisory council to assist the district in ensuring that local community values are reflected in the district's health education instruction. The specific duties of the SHAC include making recommendations related to health education curriculum and hours of instruction, nutrition and fitness education, appropriate methods for instruction of human sexuality (sexual health), and strategies for a coordinated school health and safety program.

ADMINISTRATIVE CONSIDERATION

The SHAC committee is composed of public school teachers, administrators, students, health care professionals, business community members, law enforcement, senior citizens, the clergy and non-profit health organization members. The committee meets on a regular basis throughout the year with an emphasis on Fitness and Nutrition; Drugs, Alcohol, and Violence; and Sexual Health.

The following members are recommended for the 2017-2018:

PARENTS	COMMUNITY	STUDENTS	TYLER ISD
Dr. Danny Price- Chair	Terrance Ates--Net Health	X'avier Allen --JT	Isabel Luce --RN
Marissa Boerger—Co-Chair	Christy Benard	Asia Granberry --JT	Greg Priest --Athletics
Kinetha Clark	Adrianna Lugo--Net Health	Maddie Bice --REL	Leigh Anne Barber-- Dir. Of Counseling
Angela Granberry	Susan Anderson	Cameron Escalante --REL	Rawly Sanchez- Assistant Superintendent
Maureen Kaiser	Laura Young		Dawn Parnell – Ex. Dir. Communications
	Maureen Kaiser- TISD PTA		Dr. Kenneth Gay
	Tonya Waite-- Esteem		Katherine Means- RN
			Stephanie Smith
			Amy Pawlak- Communications
			Ashley Smith
			Angela Smithee
			Haley Skinner Camille Becton

ADMINISTRATIVE RECOMMENDATION

The administration recommends that the Board of Trustees approve the above list of names for membership on the 2017-2018 Official School Health Advisory Council and Health Education Instruction Committee.

ACTION REQUIRED

Board approval

CONTACT PERSONS

Rawly Sanchez
Kenneth Gay, Ph.D.

11-13-17

Subject: Memorandum of Understanding with The University of Texas Health Science Center for UT Health Breath Mobile

BACKGROUND INFORMATION

UT Health Northeast Mobile Pediatric Asthma Clinic will travel to different schools diagnosing and treating children with asthma. UT Health Northeast and TISD intend to collaborate to maximize the services provided through the Mobile Clinic, and ensure that children who are in need of this service have the opportunity to access it.

ADMINISTRATION CONSIDERATION

The Breath Mobile will go to campuses that have multiple students with asthma needs, if there is a student at another campus that needs assistance the school nurse will give student's parent paperwork in which the parent can take the student to another location to visit the bus. Services are free of charge and they will follow up every 6 months with those students.

ADMINISTRATION RECOMMENDATION

The administration recommends the board approve the MOU between UT Health Breath of Life Mobile and Tyler Independent school district for the 2017-2018 school year.

ACTION REQUIRED

Board Approval

CONTACT PERSONS

Rachel Barber
Rawly Sanchez

11-13-17

Subject: Additional T-TESS Appraisers for 2017-2018

BACKGROUND INFORMATION

The Tyler Independent School District has adopted the Texas Teacher Evaluation and Support System (T-TESS) as its method of appraising teachers at all campuses.

ADMINISTRATIVE CONSIDERATION

Chapter 150 of 19 TAC requires that the local board approve the district appraisers.

The appraiser listed has completed all required appraiser training and are being submitted to the Board for approval.

Wallace, Rodney

ADMINISTRATIVE RECOMMENDATION

The administration recommends the board approve the additional appraiser as listed.

ACTION REQUIRED

Board Approval

CONTACT PERSONS

Ronald K. Jones
Laura Cano

11-13-17

Subject: District of Innovation Teacher Certifications Granted

BACKGROUND INFORMATION

House Bill 1842, passed during the 8th Legislative Session, allows Texas public schools with sufficient academic ratings to obtain exemptions from certain provisions of the Texas Education Code. The allowable exemptions are for those sections of code that do not apply to charter or private schools in an attempt to reduce the extra administrative or operational burdens placed on public schools.

Districts of innovation can access greater local control by seeking exemption from state legal requirements. Among the permissible exemptions, for districts of innovation are exemptions from aspects of Chapter 21 of the Texas Education Code, which governs the employment rights of certified school district employees. Tyler ISD sought exemption from teacher certification requirements in difficult to fill subject areas and or special certification circumstances.

ADMINISTRATIVE CONSIDERATION

As Tyler ISD continues its quest for highly effective educators, consideration has been given to qualified applicants who meet the requirements for district certification. For the Fall 2017 school semester, a total of nineteen (19) district level certificates were granted:

Level	Number of Certifications Offered	Schools	Subjects
Elementary	7	Austin Griffin Jones Dixie Douglas	Physical Education Art 4 th Grade 5 th Grade & Music 1 st Grade
Secondary	12	Career & Technology Dogan Early College Hogg John Tyler Rise Academy Robert E. Lee	Health Sciences English Mathematics Theater Director English (2), Spanish (2), Math, Assistant Band Director Math Science

ACTION REQUIRED

Information Only

CONTACT PERSONS

Ronald K. Jones
Laura Cano

11-13-17