



Conroe Independent School District Board of Trustees
Official Notice and Agenda
Regular Meeting
6:00 PM Tuesday, October 17, 2023

A Regular Meeting of the Board of Trustees of the Conroe Independent School District will be held on Tuesday, October 17, 2023, beginning at 6:00 PM in the CISD Administration Building, 3205 W. Davis, Conroe, TX 77304. The meeting may be accessed virtually at <http://tiny.conroeisd.net/R78KV> * Subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

- I. **Opening**
 - A. Invocation
 - B. Pledge of Allegiance
- II. **Special Recognition**
 - A. Energy Star 100 Certification - Stockton Junior High School
 - B. Niche Best-Of Awards
- III. **Citizen Participation**
- IV. **Consent Agenda**
 - A. Consider and Approve Minutes
 - B. Consider and Approve Amendment to the 2023-2024 Budget
 - C. Receive Human Resources Report and Consider and Approve Employment of Professional Personnel
 - D. Consider and Approve Texas Teacher Evaluation and Support System (T-TESS) Appraisers
 - E. Consider and Accept as Complete the Creighton Elementary Overhaul Construction Project
 - F. Consider and Accept as Complete the Conroe High School 9th Grade Classroom Addition Construction Project
- V. **Administration**
 - A. Consider and Approve the PK-6 Cell Phone and Smartwatch Guidelines
 - B. Board Member Requested Discussion Regarding Board Member Use of Cell Phones During Board Meetings
 - C. Receive Information and Provide Input for the Development of the 2024-2025 School Calendar
 - D. Consider and Adopt a Resolution in Recognition of Dyslexia Awareness Month
 - E. Receive Information Regarding Districtwide Intruder Detection Audits
 - F. Board Member Requested Update Regarding District Counseling and Mental Health Services Available to Students and Their Families
- VI. **Teaching and Learning**
 - A. Receive Information Regarding the Instructional Materials Selection Process
- VII. **Planning and Construction**
 - A. Receive Capital Improvements Update
- VIII. **Public Hearing**
 - A. Hold a Public Hearing on the Financial Integrity Rating System of Texas (FIRST)
- IX. **Business/Finance**
 - A. Receive Financial Reports
- X. **Legal**
 - A. Board of Trustees Continuing Education Announcement
 - B. Board Member Request to Review and Consider Revisions to Local Board Policies EFA *Instructional Resources - Instructional Materials* and EFB *Instructional Resources - Library Materials*

- C. Consider and Rule on the Level 3 Appeal for a Complaint Filed by Mr. D.R. pursuant to CISD Board Policy FNG *Student Rights and Responsibilities - Student and Parent Complaints/Grievances*

- XI. **Executive Session****
XII. **Action on Executive Session Items**
XIII. **Take Requests from Trustees Regarding Future Board Agenda Items**
XIV. **Adjourn**

Posted in compliance with the Texas Open Meetings Act: _____ at _____.

Dr. Curtis Null, Superintendent of Schools
for the Board of Trustees

*** Virtual Link**

Any meeting not live-streamed will be made available via recording in accordance with Tex. Gov't Code Section 551.128(b-2), (b-4)

**** Executive Session Authorization during Meeting**

The Board of Trustees may conduct a closed or executive meeting or session in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in an open meeting. The Board of Trustees may convene in closed or executive session or meeting as authorized by the Texas Open Meetings Act, under the following Texas Government Code Sections:

§551.071 – For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law including board governance;

§551.072 – For the purpose of discussing the purchase, exchange, lease, or value of real property;

§551.073 – For the purpose of considering a negotiated contract for prospective gifts or donations;

§551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public employee(s)/officer(s) including board governance and/or to hear complaints or charges against public employee(s)/public official(s).

§551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices;

§551.082 – For the purpose of considering the discipline of a public school child or children or to hear a complaint for an employee against another employee;

§551.0821 – For a matter regarding a public school student if personally identifiable information about the student will be revealed by the deliberation;

§551.084 – For the purpose of excluding any witness or witnesses from a hearing during the examination of another witness

§551.089 – Deliberation regarding security devices or security audits

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

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

Receive Information Regarding Stockton Junior High School Earning Energy Star 100 Certification

Recommendation:

That the Conroe Independent School District Board of Trustees receive information regarding Stockton Junior High School earning Energy Star 100 Certification, as submitted by Mr. Chris McCord, Assistant Superintendent of Operations, and Dr. Curtis Null, Superintendent of Schools.

Explanation:

Stockton Junior High School partnered with the Entergy Texas Commercial Solutions Program to achieve an energy efficiency score of 100 through ENERGY STAR. ENERGY STAR is a nationwide program that acknowledges energy-efficient products and buildings. Stockton Junior High School received recognition through the use of LED lighting, the installation of a 1 MW solar array, high-efficiency kitchen equipment, and new HVAC equipment. Stockton Junior High cut its annual energy use by 617,338 kWh. This savings compares to the amount of gasoline it would take to electrify 85 homes for one year or 49,229 gallons of gasoline.

Mark Delavan, the Program Manager for Entergy's Energy Efficiency Systems Programs will present the award to Stockton Junior High School.

Policy Reference: Board Policy CL

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Mr. Chris McCord
Assistant Superintendent for Operations



FOR IMMEDIATE RELEASE

September 20, 2023

Stockton Junior High Earns ENERGY STAR® 100 Certification

Texas school awarded over \$30,762 in incentives from Entergy Texas to help make energy efficiency upgrades

Conroe, Texas – Stockton Junior High, part of the Conroe Independent School District, partnered with the Entergy Texas Commercial Solutions Program to achieve an energy efficiency score of 100 through ENERGY STAR. The school was able to increase its energy efficiency by installing ENERGY STAR certified products and equipment, such as LEDs, a 1 MW solar array, high-efficiency kitchen equipment for the cafeteria and new HVAC equipment.

The upgrades and new equipment are estimated to reduce the school's annual energy use by over 617,338 kWh. According to the Environmental Protection Agency, this reduction is equivalent to CO₂ emissions from 617,338 gallons of gasoline consumed, 1,221 gasoline-powered passenger vehicles driven for one year, electricity from 1,067 homes for one year and 667,365,959 smartphones charged for one year. Additionally, the solar array has helped reduce the school's energy use by 50% compared with other buildings in Conroe ISD. Entergy Texas provided over \$30,762 in incentives to help cover the project costs.

Visit entergytxsolutions.com to discover more energy success stories.

About Entergy Texas

Entergy Texas, Inc. provides electricity to 499,000 customers in 27 counties. Entergy Texas is a subsidiary of Entergy Corporation, a Fortune 500 company headquartered in New Orleans. Entergy powers life for 3 million customers through its operating companies across Arkansas, Louisiana, Mississippi, and Texas. Entergy is creating a cleaner, more resilient energy future for everyone with our diverse power generation portfolio, including increasingly carbon-free energy sources. With roots in the Gulf South region for more than a century, Entergy is a recognized leader in corporate citizenship, delivering more than \$100 million in economic benefits to local communities through philanthropy and advocacy efforts annually over the last several years. Our approximately 12,000 employees are dedicated to powering life today and for future generations. For the latest news from Entergy, visit the [Newsroom](#).

-30-



Media inquiries:

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Special District Recognition Niche Best-of Awards

Recommendation:

That the Conroe Independent School District Board of Trustees gives special recognition to the District being ranked as a Best-of district by Niche, as submitted by Sarah Blakelock, Director of Communications, and recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Conroe ISD was recently ranked as the Best School District in Montgomery County, Most Diverse School District in Montgomery County, Best Place to Teach in Montgomery County, and the Best School District for Athletes in Montgomery County for 2024.

Niche is the market leader in connecting schools with students and families. With in-depth profiles on every school in America, over 140 million reviews and ratings, and powerful search and data tools, Niche helps millions of students and families find and enroll in the right school for them. For schools, school districts, and communities, Niche's platform, data, and services help thousands of schools recruit and enroll more best-fit students.

Director of Communications Sarah Blakelock will share briefly about these acknowledgments.

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Sarah Blakelock
Director of Communications

Citizen Participation

Recommendation:

That the Conroe Independent School District Board of Trustees accept as information the presentations made by citizens, as submitted and recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Citizens will have the opportunity to address the Board in accordance with Board Policy BED.

Board Policy: BED

Submitted and Recommended by:

Dr. Curtis Null
Superintendent of Schools

Consider Approval of Minutes

Recommendation:

That the Conroe Independent School District Board of Trustees approve the minutes of recent board meetings listed below, as submitted and recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Attached are the minutes from the September 19, 2023, Regular Board Meeting and the October 3, 2023 Board Workshop. These minutes will become official upon your approval.

Policy Reference: Legal and Local Board Policy BE

Submitted and Recommended by:

Dr. Curtis Null
Superintendent of Schools

Conroe Independent School District

Board of Trustees Regular Board Meeting

September 19, 2023

I - OPENING

A regular meeting of the Conroe Independent School District Board of Trustees was held Tuesday, September 19, 2023, in the Board Room of Deane L. Sadler Administration Building located at 3205 W. Davis, Conroe, TX 77304. Superintendent Dr. Curtis Null and a quorum of the Board of Trustees attended the meeting: Skeeter Hubert, Theresa Wagaman, Datren Williams, Stacey Chase, Melissa Dungan, Tiffany Nelson, and Misty Odenweller. Board President Skeeter Hubert called the meeting to order at 6:00 p.m. Mr. Hubert led the invocation and Mrs. Chase led the pledges.

II - SPECIAL RECOGNITION

A - Read for a Better Life Initiative: Recognized annually, Dr. Hedith Saucedo-Upshaw, Assistant Superintendent of Teaching and Learning, shared brief remarks about the importance of reading.

B - District of Distinction Award, Texas Art Education Association: Conroe ISD received the honor for providing a well-rounded education that promotes and integrates visual arts curriculum to inspire creativity and connect learners to their community and beyond.

C - The Woodlands High School UIL Class 6A Lone Star Cup Winner: For the ninth time, The Woodlands High School has been named the winner of the UIL Class 6A Lone Star Cup trophy. Also winning the Lone Star Cup in 2006, 2008, 2009, 2010, 2011, 2017, 2018, and 2021, The Woodlands now has the most wins of all time.

D - Forbes - America's Best-in-State Employers 2023, Human Resources Department: Conroe ISD was recently named a Best-in-State Employer for 2023 by Forbes and is one of six school districts on the list. Human Resources Executive Director Paula Green accepted this award on behalf of the endless efforts of the Conroe ISD Human Resources Department.

III - CITIZEN PARTICIPATION

The following citizen(s) addressed the Board:

- | | |
|--------------------|-------------------|
| • Theresa Neman | • April Kerze |
| • Douglas Laws | • Melissa Raupp |
| • Gulshan Singh | • Bryce Speer |
| • Monica Lora | • Rachel Walker |
| • Alexander Harris | • Luis Pedraza |
| • Robert Holden | • Amber Sullivan |
| • Paul Laskoski | • Kristin Johnson |
| • Brent Veazey | • Audrey Warner |
| • Michele Nuckolls | • Shayla Davison |
| • Nicole Guillory | • Tina Orebaugh |
| • Teresa Kenney | • Brent Maddux |

IV - CONSENT AGENDA

A - Minutes from the August 15, 2023, Public Hearing and Regular Board Meeting and the September 5, 2023, Special Board Meeting

B - Amendment to the 2023-2024 Budget

C - Employment of Professional Personnel

D - Texas Teacher Evaluation and Support System (T-TESS) Appraisers

E - Read for a Better Life Resolution

F - 2023-2024 Estimated Annual Expenditures by Category and Authorize the Superintendent to Negotiate and Execute Contracts with the Selected Vendors not to Exceed the Aggregate Estimate for Each Category

G - Resolution Authorizing the District to enter into an Interlocal Agreement with the Education Service Center Region 11 and Authorize the Superintendent to Negotiate and Execute any Documents Necessary to Effectuate the Agreement

Motion #7357

Datren Williams, seconded by Melissa Dungan, moved: That the Board of Trustees remove agenda item IV-H and approve items IV-A through IV-G as presented:

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

H - Consider and Approve Contract with Communities in Schools:

Motion #7358

Datren Williams, seconded by Theresa Wagaman, moved: That the Board of Trustees approve entering into a contract

with Communities in Schools and authorize the Superintendent to sign the contract on behalf of the Board of Trustees.

The approved contract gives the following campuses a youth site coordinator: Conroe High School, Conroe High School Ninth Grade Campus, Veterans Memorial Intermediate, Peet Junior High, Cryar Intermediate, Wilkerson Intermediate, Caney Creek High, Grangerland Intermediate, Stockton Junior High, Travis Intermediate, Moorhead Junior High, Bozman Intermediate, Vogel Intermediate, Wilkinson Elementary, Patterson Elementary, and San Jacinto Elementary.

Carried unanimously by a vote of 7-0.
Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

V - ADMINISTRATION

A - Receive Attendance Zones Update for Elementary Schools in the Caney Creek High School and Conroe High School Attendance Zones:

Mr. Chris McCord, Assistant Superintendent of Operations, presented an attendance zone update for elementary schools in the Caney Creek High School and Conroe High School Attendance Zones coinciding with the opening of Janet K. Bartlett Elementary School in August of 2024.

B - Consider and Approve the Interlocal Agreement with The Woodlands Township Relating to Decommissioned School Buses:

Motion #7359

Datren Williams, seconded by Theresa Wagaman, moved: That the Board of Trustees approve an Interlocal Agreement with The Woodlands Township Relating to Decommissioned School Buses. The agreement allows The Woodlands Township to use the buses for training their Fire Department personnel. Once training is complete, The Woodlands Township, at their expense, will take the buses to a recycling center for disposal. The recycling center will issue a check to Conroe ISD for the scrap value of the school buses.

Carried unanimously by a vote of 7-0.
Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

VI - TEACHING AND LEARNING

A - Receive the 2022-2023 School Health Advisory Council (SHAC) Report and Appoint Members to the 2023-2024 School Health Advisory Council:

The Board of Trustees received the 2022-2023 School Health Advisory Council annual report as information.

Motion #7360

Theresa Wagaman, seconded by Stacey Chase, moved: That the Board of Trustees approve the recommended membership list for the 2023-2024 SHAC Committee as presented by the administration and by the SHAC Committee, make clear that all members of the SHAC Committee have equal voting rights, and that Dr. Hedith Upshaw will serve as an equal co-chair of the SHAC Committee along with a parent co-chair selected by the full SHAC Committee.

Motion #7361

Stacey Chase, seconded by Datren Williams, moved: That the Board of Trustees amend Motion #7360 to include the addition of the names of five applicants that were not chosen as members of the 2023-2024 SHAC Committee.

Carried by a vote of 5-2.
Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Nay
Tiffany Nelson: Yay
Misty Odenweller: Nay

Motion #7362

Melissa Dungan, seconded by Tiffany Nelson, moved: That the Board of Trustees amend the original motion to remove Melissa Dungan’s nomination for Steven Standefer to be appointed to the 2023-2024 SHAC Committee.

Carried by a vote of 5-2.
Skeeter Hubert: Yay
Theresa Wagaman: Nay
Datren Williams: Nay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

Motion #7363

Theresa Wagaman, seconded by Stacey Chase, moved: That the Board of Trustees approve the recommended membership list for the 2023-2024 SHAC Committee as presented by the administration and by the SHAC Committee, make clear that all members of the SHAC Committee have equal voting rights with the addition of the five applicants that were rejected, removal of Steven Standefer from the list of members, and that Dr. Hedith Upshaw will serve as an equal co-chair of the SHAC Committee along with a parent co-chair selected by the full SHAC Committee.

Carried by a vote of 4-3.
Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Nay
Tiffany Nelson: Nay
Misty Odenweller: Nay

The list of 2023-2024 SHAC Committee members are:

Members	Role
Jennifer Blackman	Parent, College Park Feeder
Garrett Costello	Parent, College Park Feeder
Becky Fralix	Parent, College Park Feeder
April Kerze	Parent, College Park Feeder
Lynn Crowe	Parent, Conroe Feeder
Amber Dunagan	Parent, Conroe Feeder
Katherine Fletcher	Parent, Conroe Feeder
Sarah Jeffus	Parent, Conroe Feeder
Tony LaBelle	Parent, Conroe Feeder
Carrie Bigford	Parent, Grand Oaks Feeder
April Herin	Parent, Grand Oaks Feeder
Jamie Hollis	Parent, Grand Oaks Feeder
Holly Moore	Parent, Grand Oaks Feeder
Dr. Bryce Speer	Parent, Grand Oaks Feeder
Samantha Tworek	Parent, Grand Oaks Feeder
Lance Mericle	Parent, Oak Ridge Feeder
Elizabeth Morrison	Parent, Oak Ridge Feeder
Brian Achilles	Parent, The Woodlands Feeder
Diana Adams	Parent, The Woodlands Feeder
Dr. Rolly Chawla	Parent, The Woodlands Feeder
Christie Conley	Parent, The Woodlands Feeder
Reid Davidson	Parent, The Woodlands Feeder
Marianne Horton	Parent, The Woodlands Feeder
Brent Maddux	Parent, The Woodlands Feeder
Laura Proske	Parent, The Woodlands Feeder
April Taylor	Parent, The Woodlands Feeder
Kerri Welch	Parent, The Woodlands Feeder
Sabrina Yamani	Parent, The Woodlands Feeder
Sameera Zaidi	Parent, The Woodlands Feeder
Jesse Frazier	Community/Business
Jasmine Barnes	Community/Business
Katy Gore	Community/Business
Amber Bentley	Counselor, Clark Intermediate
Chrysta Cacicio	Math Teacher, York Junior High School
Erica Falcon	Nurse, The Woodlands High School
Dr. Hedith Upshaw	Co-Chair, Assistant Superintendent of Teaching and Learning
Matt Blakelock	Chief of Police
Dana Fisher	Health Services Specialist
Myla Cobler	School Nurse, Patterson Elementary
Wade Haymark	PE/Health Coordinator
Lindsey Taylor	Mental Health Specialist
Dina Graves	Athletics Specialist
Bridget Hodge	Physical Education Facilitator, Teacher, Ride Elementary
Raeginnia Stuksa	Health Teacher
Clinton Dulworth	Principal, Kaufman Elementary
Paula Klapesky	Principal, Mitchell Intermediate
Robert Garcia	Principal, Moorhead Junior High
Melanie Bujnoch	Headmaster for the Academy of Science and Technology
Dr. Mark Murrell	Principal, College Park High School

VII - PLANNING AND CONSTRUCTION

A - Receive Capital Improvements Update:

The Board of Trustees received information regarding the progress and status of current capital improvement projects from Easy Foster, Director of Planning and Construction.

VIII - BUSINESS / PURCHASING

A - Consider and Award RFP #23-06-04 HVAC Refrigerants:

Motion #7364

Theresa Wagaman, seconded by Stacey Chase, moved: That the Board of Trustees award RFP #23-06-04 HVAC Refrigerants to Summit Refrigerants, The Home Depot Pro, and United Refrigeration, Inc. for an estimated annual expenditure of approximately \$150,000 in this category and authorize the Superintendent to execute any documents necessary to effectuate the purchase.

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

IX - BUSINESS / FINANCE

A - Consider and Adopt Resolution Approving the District's Investment Program:

Motion #7365

Stacey Chase, seconded by Theresa Wagaman, moved: That the Board of Trustees adopt the resolution approving the investment program. No changes were recommended.

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

B - Consider and Adopt Resolution Approving the Sources of Instruction Relating to Investment Responsibilities:

Motion #7366

Theresa Wagaman, seconded by Datren Williams, moved: That the Board of Trustees adopt the resolution approving the sources of instruction relating to investment responsibilities. The recommended sources of instruction are TASB, TASA, TASBO, any locally associated TASBO affiliates, HCDE, and region service centers.

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

C - Consider and Adopt Resolution Designating the District's Investment Officers:

Motion #7367

Stacey Chase, seconded by Theresa Wagaman, moved: That the Board of Trustees adopt the resolution designating the Chief Financial Officer, Director of Finance, and the Business and Accounting Managers to serve as the investment officers of the District.

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay
Theresa Wagaman: Yay
Datren Williams: Yay
Stacey Chase: Yay
Melissa Dungan: Yay
Tiffany Nelson: Yay
Misty Odenweller: Yay

Due to a conflict of interest, President Skeeter Hubert recused himself from presenting the following item. He turned the meeting over to Vice President Theresa Wagaman.

D - Consider and Adopt Resolution Approving the List of Qualified Investment Brokers:

Motion #7368

Stacey Chase, seconded by Melissa Dungan, moved: That the Board of Trustees adopt the resolution approving the list of qualified brokers for fiscal year 2023-2024 are: Deutsche Bank, Morgan Stanley Wealth Management, BofA Securities, TASB Lone Star Investment Pool, Texpool, First Financial Equity Corporation, Raymond James, Texas Class, TexStar\Logic, Woodforest National Bank, Stifel Nicolaus & Co. Inc., TCG Advisors, Wells Fargo, and J.P. Morgan Chase Bank.

Carried unanimously by a vote of 6-0.

Skeeter Hubert: Abstained

Theresa Wagaman: Yay

Datren Williams: Yay

Stacey Chase: Yay

Melissa Dungan: Yay

Tiffany Nelson: Yay

Misty Odenweller: Yay

Vice President Theresa Wagaman returned the meeting to President Skeeter Hubert.

E - Receive Financial Reports:

Director of Finance Karen Garza presented the year-to-date financial reports.

X – LEGAL - Item X-B was moved up on the agenda.

B - Nominate Qualified Candidates for the 2024-2025 Montgomery Central Appraisal District Board of Directors

Election:

Theresa Wagaman nominated the following qualified candidates for the 2024-2025 Montgomery Central Appraisal District Board of Directors Election:

- Bruce Tough
- Bonar Luzey II
- Arthur Bredehoft

EXECUTIVE SESSION

The Open Session recessed at 9:40 p.m.

The Board of Trustees Conducted A Closed or Executive Meeting or Session in Accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before the Closed Meeting Convened, the Presiding Officer Publicly Identified the Following Sections of the Act Authorizing the Closed Meeting: Tex Govt Code Sections 551.071, 551.074 551.076, 551.0821, and 551.089.

The Open Session reconvened at 10:30 p.m.

A - Consider and Adopt Resolution to Declare Good Cause Exception for House Bill 3 Armed Security Guard Requirement:

Motion #7369

Theresa Wagaman, seconded by Datren Williams, moved: That the Board of Trustees adopt a resolution to declare a good cause exception for House Bill 3 armed security guard requirement as presented.

The resolution establishes that the District is claiming a good cause exception due to the lack of available commissioned peace officers employed as security personnel. The Resolution also sets out the District’s alternative standard, which is the best option to meet the District’s security needs. The Conroe ISD Police Department continues to recruit, hire, and train commissioned peace officers to help ensure the safety of its students, staff, and facilities.

Carried unanimously by a vote of 7-0.

Skeeter Hubert: Yay

Theresa Wagaman: Yay

Datren Williams: Yay

Stacey Chase: Yay

Melissa Dungan: Yay

Tiffany Nelson: Yay

Misty Odenweller: Yay

TAKE REQUESTS FROM TRUSTEES REGARDING FUTURE BOARD AGENDA ITEMS

The following requests for future board agenda items were made:

Skeeter Hubert – Cell phone use by board members during meetings

Tiffany Nelson – Revising Board Policy EFB

ADJOURNMENT

Motion #7370

Stacey Chase, seconded by Misty Odenweller moved: That the meeting adjourn. President Hubert adjourned the meeting at 10:32 p.m.

Approved: October 17, 2023 by:

President, Board of Trustees

Secretary, Board of Trustees

**CONROE INDEPENDENT SCHOOL DISTRICT
BOARD WORKSHOP
OCTOBER 3, 2023 – 6:00 P.M.**

Opening

A Workshop of the Board of Trustees of the Conroe Independent School District was held in Special Session on the above date. A quorum of the Board was in attendance: Skeeter Hubert, Theresa Wagaman, Datren Williams, Stacey Chase, Melissa Dungan, Misty Odenweller, and Tiffany Nelson. Superintendent of Schools Dr. Curtis Null began the Workshop at 6:09 p.m.

Public Comment

No citizens registered to address the Board regarding matters on the workshop agenda.

The Board of Trustees received presentations as information on the following topics:

- Education Resource Group (ERG) Overview by ERG President Heather Tauer
- Accountability Update and 2023 STAAR Report presented by:
 - Dr. Bethany Medford, Deputy Superintendent
 - Mr. Jeff Fuller, Executive Director of School Improvement
 - Dr. Hedith Upshaw, Assistant Superintendent of Teaching & Learning
 - Dr. Shellie Winkler, Assistant Superintendent of Elementary Schools
 - Dr. Jeffrey Stichler, Assistant Superintendent of Middle Schools
 - Dr. Chris Povich, Assistant Superintendent of High Schools

Adjournment

Dr. Null adjourned the Board Workshop at 8:35 p.m.

President, Board of Trustees

Secretary, Board of Trustees

Consider and Approve Amendment to the 2023-2024 Budget

Recommendation:

That the Conroe Independent School District Board of Trustees approve an amendment to the 2023-2024 Official Budget, as reflected in the summary below and detailed in the following pages, as submitted by Darrin Rice, Chief Financial Officer, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Revenues:

	<i>Current Budget</i>	<i>Amendment</i>	<i>Amended Budget</i>
<u>General Fund</u>	\$ 672,772,241.00	\$ -	\$ 672,772,241.00
Campus Donations	-	20,100.00	20,100.00
Total Revenue Increase, General Funds	672,772,241.00	20,100.00	672,792,341.00
<u>All Other Funds</u>			
State Supplemental Visually Impaired Fund	-	31,200.00	31,200.00
Total Revenue Increase, All Funds	\$ 672,772,241.00	\$ 51,300.00	\$ 672,823,541.00

Appropriations:

<u>General Fund</u>	\$ 681,690,720.80	\$ -	\$ 681,690,720.80
Campus Donations	-	20,100.00	20,100.00
Total Appropriation Increase, General Funds	681,690,720.80	20,100.00	681,710,820.80
<u>All Other Funds</u>			
State Supplemental Visually Impaired Fund	-	31,200.00	31,200.00
Total Appropriation Increase, All Funds	\$ 681,690,720.80	\$ 51,300.00	\$ 681,742,020.80

In the General Fund, adjustments include campus donations from Gordon-Reed Elementary School.

Increases requested for All Other Funds account for new or revised state, federal and local grant allocations and the debt service fund.

Policy Reference: Legal and Local Board Policy CE

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Darrin Rice
Chief Financial Officer

October 17, 2023

Budget Amendment Executive Summary

The budget amendment for the month of October includes both budget amendments and budget transfers.

Budget Amendment

The budget amendment for the month of October totals \$51,300.00 in revenues and \$51,300.00 in appropriations. The budget amendment is broken down into two categories, 1) General Fund (the district's operating fund), and 2) All Other Funds.

- 1) The budget amendment in the General Fund for the month of October include activity fund donations totaling \$20,100.00
 - Gordon-Reed Elementary School for \$20,100.00 (Playground Shade Structure)
- 2) The budget amendment in All Other Funds of \$31,200.00 includes amounts for new or revised state, federal and local grant allocations. Revised funding may be due to federal reallocations, roll forward and maximum entitlements. The roll forward is the unspent portion of the previous year's federal allocation. The maximum entitlement is the final distribution of total unallocated funding by the federal government.

The budget amendment contains funding received for the 2023-2024 allotment for the State Supplemental Visually Impaired (SSVI) grant in the amount of \$31,200.

Budget Transfers

Budget transfers consist of funds transferred within the same fund but changing functions. These transfers are found within the General Fund and All Other Funds. The total amount of all transfers is \$140,467.29. Approximately 96% or \$135,041.29 of the transfers is found in the general fund. The remaining \$5,426.00 is located within the District's grant funds.

Policy Reference: Legal and Local Board Policy CE

PENTAMATION ENTERPRISES INC.
DATE: 10/10/2023
TIME: 08:06:35

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET SUMMARY REPORT

PAGE NUMBER: 1
MODULE NUM: DBUDRPT1

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
NONE	00			
OTHER USES	8900	.00	.00	.00
		.00	.00	.00
INSTRUCTION	11			
TOTAL PAYROLL	6100	406,965,689.61	-1,428.00	406,964,261.61
CONTRACTED SERVICES	6200	3,470,812.97	7,200.00	3,478,012.97
SUPPLIES AND MATERIALS	6300	45,917,925.22	-87,401.72	45,830,523.50
OTHER OPERATING EXPEND	6400	1,583,710.92	5,000.00	1,588,710.92
CAPITAL OUTLAY	6600	229,859.68	.00	229,859.68
		458,167,998.40	-76,629.72	458,091,368.68
MEDIA SERVICES	12			
TOTAL PAYROLL	6100	6,133,056.86	.00	6,133,056.86
CONTRACTED SERVICES	6200	54,529.49	.00	54,529.49
SUPPLIES AND MATERIALS	6300	754,567.19	.00	754,567.19
OTHER OPERATING EXPEND	6400	5,454.00	.00	5,454.00
CAPITAL OUTLAY	6600	1,554.19	.00	1,554.19
		6,949,161.73	.00	6,949,161.73
CURR & INST STAFF DEV	13			
TOTAL PAYROLL	6100	22,207,851.28	.00	22,207,851.28
CONTRACTED SERVICES	6200	648,273.41	.00	648,273.41
SUPPLIES AND MATERIALS	6300	672,871.45	.00	672,871.45
OTHER OPERATING EXPEND	6400	458,208.03	.00	458,208.03
CAPITAL OUTLAY	6600	.00	.00	.00
		23,987,204.17	.00	23,987,204.17
INSTRUCTIONAL ADMIN	21			
TOTAL PAYROLL	6100	7,375,505.00	.00	7,375,505.00
CONTRACTED SERVICES	6200	337,370.18	.00	337,370.18
SUPPLIES AND MATERIALS	6300	774,408.03	17,555.00	791,963.03
OTHER OPERATING EXPEND	6400	372,937.18	-1,000.00	371,937.18
CAPITAL OUTLAY	6600	.00	.00	.00
		8,860,220.39	16,555.00	8,876,775.39
SCHL ADMINISTRATION	23			
TOTAL PAYROLL	6100	42,857,867.48	.00	42,857,867.48
CONTRACTED SERVICES	6200	66,668.86	.00	66,668.86
SUPPLIES AND MATERIALS	6300	286,427.59	16,229.16	302,656.75
OTHER OPERATING EXPEND	6400	133,426.25	4,000.00	137,426.25
CAPITAL OUTLAY	6600	75.00	.00	75.00
		43,344,465.18	20,229.16	43,364,694.34
GUIDANCE & COUNSELING	31			
TOTAL PAYROLL	6100	30,980,438.52	.00	30,980,438.52

PENTAMATION ENTERPRISES INC.
DATE: 10/10/2023
TIME: 08:06:35

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET SUMMARY REPORT

PAGE NUMBER: 2
MODULE NUM: DBUDRPT1

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
GUIDANCE & COUNSELING	31			
CONTRACTED SERVICES	6200	693,451.22	1,833.20	695,284.42
SUPPLIES AND MATERIALS	6300	987,927.42	-370.98	987,556.44
OTHER OPERATING EXPEND	6400	153,812.00	.00	153,812.00
CAPITAL OUTLAY	6600	.00	.00	.00
		32,815,629.16	1,462.22	32,817,091.38
SOCIAL WORK	32			
TOTAL PAYROLL	6100	1,679,548.00	.00	1,679,548.00
CONTRACTED SERVICES	6200	283,048.96	.00	283,048.96
SUPPLIES AND MATERIALS	6300	89,524.95	.00	89,524.95
OTHER OPERATING EXPEND	6400	37,020.36	.00	37,020.36
		2,089,142.27	.00	2,089,142.27
HEALTH	33			
TOTAL PAYROLL	6100	8,182,638.00	.00	8,182,638.00
CONTRACTED SERVICES	6200	146,100.00	.00	146,100.00
SUPPLIES AND MATERIALS	6300	238,306.36	6,821.00	245,127.36
OTHER OPERATING EXPEND	6400	30,190.14	.00	30,190.14
CAPITAL OUTLAY	6600	.00	.00	.00
		8,597,234.50	6,821.00	8,604,055.50
STUDENT TRANS	34			
TOTAL PAYROLL	6100	29,254,009.00	.00	29,254,009.00
CONTRACTED SERVICES	6200	966,748.49	.00	966,748.49
SUPPLIES AND MATERIALS	6300	4,936,979.85	.00	4,936,979.85
OTHER OPERATING EXPEND	6400	811,371.33	.00	811,371.33
CAPITAL OUTLAY	6600	756,853.00	.00	756,853.00
		36,725,961.67	.00	36,725,961.67
CHILD NUTRITION	35			
TOTAL PAYROLL	6100	10,430,000.00	.00	10,430,000.00
CONTRACTED SERVICES	6200	942,861.73	.00	942,861.73
SUPPLIES AND MATERIALS	6300	21,700,694.99	.00	21,700,694.99
OTHER OPERATING EXPEND	6400	40,500.00	.00	40,500.00
CAPITAL OUTLAY	6600	4,126,751.83	.00	4,126,751.83
		37,240,808.55	.00	37,240,808.55
COCURR ACTIVITIES	36			
TOTAL PAYROLL	6100	8,937,379.21	.00	8,937,379.21
CONTRACTED SERVICES	6200	860,679.17	.00	860,679.17
SUPPLIES AND MATERIALS	6300	1,724,788.34	545.00	1,725,333.34
OTHER OPERATING EXPEND	6400	3,149,998.60	7,000.00	3,156,998.60
CAPITAL OUTLAY	6600	40,383.00	.00	40,383.00
		14,713,228.32	7,545.00	14,720,773.32

PENTAMATION ENTERPRISES INC.
DATE: 10/10/2023
TIME: 08:06:35

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET SUMMARY REPORT

PAGE NUMBER: 3
MODULE NUM: DBUDRPT1

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
GENERAL ADMIN	41			
TOTAL PAYROLL	6100	8,744,950.00	.00	8,744,950.00
CONTRACTED SERVICES	6200	1,546,498.82	.00	1,546,498.82
SUPPLIES AND MATERIALS	6300	925,331.34	-2,546.85	922,784.49
OTHER OPERATING EXPEND	6400	724,755.64	.00	724,755.64
CAPITAL OUTLAY	6600	24,777.86	.00	24,777.86
		11,966,313.66	-2,546.85	11,963,766.81
MAINTENANCE & OPERATIONS	51			
TOTAL PAYROLL	6100	35,205,648.00	.00	35,205,648.00
CONTRACTED SERVICES	6200	28,026,278.09	15,702.99	28,041,981.08
SUPPLIES AND MATERIALS	6300	6,079,364.65	40,633.20	6,119,997.85
OTHER OPERATING EXPEND	6400	4,469,370.30	.00	4,469,370.30
CAPITAL OUTLAY	6600	4,265,926.97	2,125.00	4,268,051.97
		78,046,588.01	58,461.19	78,105,049.20
SECURITY	52			
TOTAL PAYROLL	6100	9,069,695.00	.00	9,069,695.00
CONTRACTED SERVICES	6200	173,424.05	.00	173,424.05
SUPPLIES AND MATERIALS	6300	562,799.98	.00	562,799.98
OTHER OPERATING EXPEND	6400	53,165.66	.00	53,165.66
CAPITAL OUTLAY	6600	421,380.00	.00	421,380.00
		10,280,464.69	.00	10,280,464.69
TECHNOLOGY	53			
TOTAL PAYROLL	6100	5,742,004.00	.00	5,742,004.00
CONTRACTED SERVICES	6200	3,404,631.29	.00	3,404,631.29
SUPPLIES AND MATERIALS	6300	700,127.63	.00	700,127.63
OTHER OPERATING EXPEND	6400	38,751.94	.00	38,751.94
CAPITAL OUTLAY	6600	359,015.21	17,975.00	376,990.21
		10,244,530.07	17,975.00	10,262,505.07
COMMUNITY SERVICES	61			
TOTAL PAYROLL	6100	541,888.00	-1,999.00	539,889.00
CONTRACTED SERVICES	6200	18,000.00	.00	18,000.00
SUPPLIES AND MATERIALS	6300	87,895.83	1,927.00	89,822.83
OTHER OPERATING EXPEND	6400	26,444.69	1,500.00	27,944.69
		674,228.52	1,428.00	675,656.52
DEBT SERVICES	71			
DEBT SERVICE	6500	148,808,152.80	.00	148,808,152.80
		148,808,152.80	.00	148,808,152.80
FACILITIES ACQ	81			
CONTRACTED SERVICES	6200	161,823.70	.00	161,823.70

PENTAMATION ENTERPRISES INC.
 DATE: 10/10/2023
 TIME: 08:06:35

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET SUMMARY REPORT

PAGE NUMBER: 4
 MODULE NUM: DBUDRPT1

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
FACILITIES ACQ	81			
SUPPLIES AND MATERIALS	6300	7,269,760.52	.00	7,269,760.52
OTHER OPERATING EXPEND	6400	.00	.00	.00
CAPITAL OUTLAY	6600	189,466,835.80	.00	189,466,835.80
		196,898,420.02	.00	196,898,420.02
OTHER INTERGOVERNMENTAL	99			
CONTRACTED SERVICES	6200	5,150,000.00	.00	5,150,000.00
		5,150,000.00	.00	5,150,000.00
DO NOT USE	ZZ			
CAPITAL OUTLAY	6600	.00	.00	.00
		.00	.00	.00
TOTAL EXPENSES		1,135,559,752.11	51,300.00	1,135,611,052.11

PENTAMATION ENTERPRISES INC.
DATE: 10/06/2023
TIME: 15:37:37

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET AMENDMENTS DETAIL LISTING

PAGE NUMBER: 1
MODULE NUM: DBUDRPT1

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 11						
6200	3854112287723000-6248	7,200.00	AMEND - STATE SUPP VISUAL	A2		H
	MAJOR OBJECT TOTAL	7,200.00				
6300	3854112287723000-6317	9,000.00	AMEND - STATE SUPP VISUAL	A2		H
	3854112287723000-6325	500.00	AMEND - STATE SUPP VISUAL	A2		H
	3854112287723000-6399	10,500.00	AMEND - STATE SUPP VISUAL	A2		H
	MAJOR OBJECT TOTAL	20,000.00				
6400	3854112287723000-6411	4,000.00	AMEND - STATE SUPP VISUAL	A2		H
	MAJOR OBJECT TOTAL	4,000.00				
	FUNCTION TOTAL	31,200.00				
FUNCTION 51						
6600	199451AF13599000-6639	20,100.00	AMEND - GORDON-REED SHADE	A1		H
	MAJOR OBJECT TOTAL	20,100.00				
	FUNCTION TOTAL	20,100.00				
	TOTAL EXPENSES	51,300.00				

PENTAMATION ENTERPRISES INC.
DATE: 10/10/2023
TIME: 08:06:00

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET TRANSFERS DETAIL LISTING

PAGE NUMBER: 1
MODULE NUM: DBUDRPT1

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 11						
6100	2114110011130000-6125	-1,500.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	2114110011130000-6125	-1,927.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	2114110013230000-6112	1,999.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	MAJOR OBJECT TOTAL	-1,428.00				
6300	1994110000311000-6399	-4,000.00	TSF - ADMIN TRAVEL	OCT 23	T 2-1	H
	1994110001611000-6317	-1,762.41	TSF - MAINT W/O 590710	OCT 23	T 2-14	H
	1994110001611000-6399	-3,000.00	TSF - CLINIC SUPPLIES	OCT 23	T 2-10	H
	1994110001611000-6399	-1,833.20	TSF - COPY MACHINE EXP	OCT 23	T 2-2	H
	1994110004911000-6399	-7,000.00	TSF - UIL STUDENT TRAVEL	OCT 23	T 2-3	H
	1994110007811000-6399	-50.00	TSF - MAINT W/O 587628	OCT 23	T 2-11	H
	1994110010311000-6399	-100.00	TSF - MAINT W/O 589752	OCT 23	T 2-13	H
	1994110010911000-6399	-2,000.00	TSF - FURN FRONT OFF REC	OCT 23	T 2-5	H
	1994110012911000-6399	-50.00	TSF - MAINT W/O 585669	OCT 23	T 2-15	H
	1994110012911000-6399	-673.90	TSF - MAINT W/O 585669	OCT 23	T 2-15	H
	1994110013011000-6399	-1,229.16	TSF - AP LAPTOP	OCT 23	T 2-6	H
	1994110099811000-6399	-4,750.00	TSF - NAVIANCE SOFTWARE	OCT 23	T 2-16	H
	1994110099811000-6399	-15,500.00	TSF - PERRY WEATHER SERV	OCT 23	T 2-17	H
	1994110099811000-6399	-3,821.00	TSF - AED'S AND AED CABI	OCT 23	T 2-18	H
	1994110099811000-6399	-545.00	TSF - KNOX JH BULBS	OCT 23	T 2-19	H
	1994110099811000-6399	-11,022.75	TSF - TRAVIS PARKING ARE	OCT 23	T 2-20	H
	1994110099811000-6399	-5,760.55	TSF - GORD-REED SHADE ST	OCT 23	T 2-21	H
	1994110099811000-6399	1,525.87	TSF - KAUFMAN CABLES	OCT 23	T 2-22	H
	1994110099811000-6399	-1,002.01	TSF - GALATAS PB PROJECT	OCT 23	T 2-25	H
	1994110099811000-6399	-1,100.00	TSF - PEET SCISSOR LIFT	OCT 23	T 2-26	H
	1994110099811000-6399	-30,727.61	TSF - PATTERSON SIDEWALK	OCT 23	T 2-27	H
	1994119G00111000-6399	-13,000.00	TSF - 9TH ADMIN SUPPLIES	OCT 23	T 2-8	H
	MAJOR OBJECT TOTAL	-107,401.72				
6400	1994110007811000-6499	1,000.00	TSF - NEW PRIN PROF LEAR	OCT 23	T 2-9	H
	MAJOR OBJECT TOTAL	1,000.00				
	FUNCTION TOTAL	-107,829.72				
FUNCTION 21						
6300	1994210099899000-6399	4,750.00	TSF - NAVIANCE SOFTWARE	OCT 23	T 2-16	H
	1994210099899000-6399	15,500.00	TSF - PERRY WEATHER SERV	OCT 23	T 2-17	H
	1994210099899000-6399	-2,695.00	TSF - GIESINGER CHORAL R	OCT 23	T 2-23	H
	MAJOR OBJECT TOTAL	17,555.00				
6400	1994210087499000-6499	-1,000.00	TSF - NEW PRIN PROF LEAR	OCT 23	T 2-9	H
	MAJOR OBJECT TOTAL	-1,000.00				
	FUNCTION TOTAL	16,555.00				
FUNCTION 23						
6300	1994230010999000-6318	2,000.00	TSF - FURN FRONT OFF REC	OCT 23	T 2-5	H

PENTAMATION ENTERPRISES INC.
DATE: 10/10/2023
TIME: 08:06:00

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET TRANSFERS DETAIL LISTING

PAGE NUMBER: 2
MODULE NUM: DBUDRPT1

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 23						
6300	1994230013099000-6317	1,229.16	TSF - AP LAPTOP	OCT 23	T 2-6	H
	1994239G00199000-6399	13,000.00	TSF - 9TH ADMIN SUPPLIES	OCT 23	T 2-8	H
	MAJOR OBJECT TOTAL	16,229.16				
6400	1994230000399000-6411	4,000.00	TSF - ADMIN TRAVEL	OCT 23	T 2-1	H
	MAJOR OBJECT TOTAL	4,000.00				
	FUNCTION TOTAL	20,229.16				
FUNCTION 31						
6200	199431CP01699000-6269	1,833.20	TSF - COPY MACHINE EXP	OCT 23	T 2-2	H
	MAJOR OBJECT TOTAL	1,833.20				
6300	1994310087999000-6399	-370.98	TSF - REPAIRS W/O 587587	OCT 23	T 2-4	H
	MAJOR OBJECT TOTAL	-370.98				
	FUNCTION TOTAL	1,462.22				
FUNCTION 33						
6300	1994330001699000-6399	3,000.00	TSF - CLINIC SUPPLIES	OCT 23	T 2-10	H
	1994330099899000-6399	3,821.00	TSF - AED'S AND AED CABI	OCT 23	T 2-18	H
	MAJOR OBJECT TOTAL	6,821.00				
	FUNCTION TOTAL	6,821.00				
FUNCTION 36						
6300	1994360099899000-6399	545.00	TSF - KNOX JH BULBS	OCT 23	T 2-19	H
	MAJOR OBJECT TOTAL	545.00				
6400	1994361204999000-6412	2,000.00	TSF - UIL STUDENT TRAVEL	OCT 23	T 2-3	H
	1994363104999000-6412	2,000.00	TSF - UIL STUDENT TRAVEL	OCT 23	T 2-3	H
	1994363204999000-6412	2,000.00	TSF - UIL STUDENT TRAVEL	OCT 23	T 2-3	H
	1994364204999000-6412	1,000.00	TSF - UIL STUDENT TRAVEL	OCT 23	T 2-3	H
	MAJOR OBJECT TOTAL	7,000.00				
	FUNCTION TOTAL	7,545.00				
FUNCTION 41						
6300	199441T287999000-6399	-2,546.85	TSF - REPAIRS W/O 586327	OCT 23	T 2-7	H
	MAJOR OBJECT TOTAL	-2,546.85				
	FUNCTION TOTAL	-2,546.85				

PENTAMATION ENTERPRISES INC.
 DATE: 10/10/2023
 TIME: 08:06:00

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET TRANSFERS DETAIL LISTING

PAGE NUMBER: 3
 MODULE NUM: DBUDRPT1

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 51						
6200	1994510001699000-6246	1,762.41	TSF - MAINT W/O 590710	OCT 23	T 2-14	H
	1994510087999000-6246	370.98	TSF - REPAIRS W/O 587587	OCT 23	T 2-4	H
	1994510087999000-6246	2,546.85	TSF - REPAIRS W/O 586327	OCT 23	T 2-7	H
	1994510099899000-6246	11,022.75	TSF - TRAVIS PARKING ARE	OCT 23	T 2-20	H
	MAJOR OBJECT TOTAL	15,702.99				
6300	1994510007899000-6399	50.00	TSF - MAINT W/O 587628	OCT 23	T 2-11	H
	1994510010399000-6399	100.00	TSF - MAINT W/O 589752	OCT 23	T 2-13	H
	1994510099899000-6399	5,760.55	TSF - GORD-REED SHADE ST	OCT 23	T 2-21	H
	1994510099899000-6399	-1,525.87	TSF - KAUFMAN CABLES	OCT 23	T 2-22	H
	1994510099899000-6399	2,695.00	TSF - GIESINGER CHORAL R	OCT 23	T 2-23	H
	1994510099899000-6399	1,002.01	TSF - GALATAS PB PROJECT	OCT 23	T 2-25	H
	1994510099899000-6399	1,100.00	TSF - PEET SCISSOR LIFT	OCT 23	T 2-26	H
	1994510099899000-6399	30,727.61	TSF - PATTERSON SIDEWALK	OCT 23	T 2-27	H
	199451AF12999000-6399	50.00	TSF - MAINT W/O 585669	OCT 23	T 2-15	H
	199451AF12999000-6399	673.90	TSF - MAINT W/O 585669	OCT 23	T 2-15	H
	MAJOR OBJECT TOTAL	40,633.20				
6600	1994510099899000-6631	-17,975.00	TSF - TECHNOLOGY VEHICLE	OCT 23	T 2-24	H
	MAJOR OBJECT TOTAL	-17,975.00				
	FUNCTION TOTAL	38,361.19				
FUNCTION 53						
6600	1994530099899000-6631	17,975.00	TSF - TECHNOLOGY VEHICLE	OCT 23	T 2-24	H
	MAJOR OBJECT TOTAL	17,975.00				
	FUNCTION TOTAL	17,975.00				
FUNCTION 61						
6100	211461PT13230000-6125	-1,999.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	MAJOR OBJECT TOTAL	-1,999.00				
6300	211461PT11130000-6399	1,927.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	MAJOR OBJECT TOTAL	1,927.00				
6400	211461PT11130000-6499	1,500.00	TSF - PARENT INVOLV ACTI	OCT 23	T 2-12	H
	MAJOR OBJECT TOTAL	1,500.00				
	FUNCTION TOTAL	1,428.00				
	TOTAL EXPENSES	.00				

**Receive Human Resources Report and Consider and Approve
Employment of Professional Personnel
October 17, 2023**

Recommendation:

That the Conroe Independent School District Board of Trustees approve the Human Resources report as submitted by Paula Green, Executive Director of Human Resources, and as recommended by Dr. Curtis Null, Superintendent of Schools:

Explanation:

As follows, you will find personnel resignations, retirements, employment of professional personnel, and employment of substitute teachers:

Personnel Resignations (Information Only)

Bradley Elementary School

Jacqueline Gonzalez, Special Education Pass Program Liaison

Collins Intermediate School

Rebecca Sebring, Special Education

Grand Oaks High School

Joshua Bicknell, English

Elizabeth Flores, Spanish

Grangerland Intermediate School

Derek Johnson, Special Education/Social Development Class

Milam Elementary School

Graciela Castro, Early Childhood Special Education

Patterson Elementary School

Leslie Castillo, Bilingual Fourth Grade

Carina Frausto, Bilingual Kindergarten

Teaching and Learning Department

Ashley Kiker, District Instructional Coach

Personnel Retirements (Information Only)

Grand Oaks High School

Valeria Fuller, Counselor

Rice Elementary School

Linda Feagin, Second Grade

York Junior High School

Amy Kloesel, Physical Education

Employment of Professional Personnel**Armstrong Elementary School**

Jeanie Stewart, Special Education

Austin Elementary School

Michelle Carbuccia-Meister, Bilingual Third Grade

Cassidy Johnson, Third Grade

Conroe High School

Amy Martin, Special Education

Adesola Oguntimehin, English

Yolanda Pickett, Special Education

Conroe High School – Ninth Grade Campus

Amy Coffman-Weldon, Speech

Patricia Crabtree, Math

Jasmine Pathan, Social Studies

Custodial and Maintenance Department

Jose Amparo, Custodial Assistant Coordinator

Miriam Flores, Assistant Director of Maintenance and Custodial

Ford Elementary School

Lashunda Braxton, Special Education

Glen Loch Elementary School

Jessica Garcia, Second Grade

Grand Oaks High School

Jacob Peterson, English

Planning and Construction Department

Rebeca Carranza-Hicks, Assistant Director of Planning

Special Education Department

Nora Gomez, Bilingual Diagnostician

Stewart Elementary School

Deborah Jones, Special Education

Technology Department

Alejandro Spivey, District Instructional Technology Coach

Veterans Memorial Intermediate School

Mavenee Thibodeaux, District Reading Interventionist

Vogel Intermediate School

Sir-Raheem Peeler, Instructional Behavior Coach

Employment of Substitute Teachers (*Information Only*)

Steven Abrego	Lisette Delgado	Deisy Isaza Sanchez
Nancy Achorn	Leslie Demar	Isaac Jackson
Erika Alarcon	Macy Elder	Rachel Joiner
Brittany Allred	Diamond Ellis	Ashley Jones
Ascencion Amado	Jennifer Englebretson	Dina Jones
Jessica Anderson	John Enick	Jerome Kantor
Deborah Archacki	Teha Evans	Sharon Karanja
Elizabeth Armendariz	Lisa Fazzio	Heather Keller
Leonard Arnold	Erik Finchler	Brittnee Kellermann
Noah Bagley	Alexa Foreman	Jaime Kiely
Holly Baker	Joanne Franklin	Karen Kiker
K Barron	Brittany Fullwood	Janelle King
Sebastian Barton	Lizette Garcia	Konstantinos
Taylor Becerra	Valentin Garcia Baez	Koutsoumpas
Randa Beltaji	Carolina Gardin	Christopher Langlois
Elizabeth Bogart	Emily Gehring	Victoria Linder
Ghizlene Brahmi	Deborah Gerd	Marla Loss
Leslie Brooks	Shanna Gonzales	Chelsea Loth
Christine Buchanan	Rosalia Gonzalez	Roderick Lovelady
Pierce Burnette	Angela Gorman	Mindy Loxterman
Susan Caffery	Jenna Graham	Krista Malizia
Leticia Cardona	Kayelin Granelli	Nancy Mallernee
Isabelle Carreon	Jennifer Griggs	Jessica Martin
Ann Carter	Sylvia Guerra	Kyndall Matlock
Sara Carter	Erika Guynes	William McDonald
Laura Cassidy	Deborah Hancock	Nathaniel McRae
Brenda Castillo	Douglas Harrigan	Marina Medina
Nicole Cato	Patience Harris	Aimary Medina Diaz
Sien Collver	Julie Hayer	Shanice Mercer
Anita Contreras	Angela Hazlett	Amy Miller
Datyishia Cooper	Taylor Hines	Letitia Miller
Emmanuelly Cortez	Natia Hodge	Julie Miller
Charles Countryman	Calen Hollins	Martha Mitchell
Pasha Counts	Bobby Holmes Jr.	Natalie Nichols
Marisa Crider	Melody Hon	Wendy Nifong
Megan Davidson	Kevin Hopkins	Dawson Norris
Jarome Davis	Michael Houston	Elizabeth Nunez
Maria Deleon	Claire Hunt	Helenea Osborne

Dana Othman
Margaret Overstreet
Cassandra Painter
Berenice Patricio Uribe
Tiffany Penaloza
Alyssa Perez
Laura Perez
Gracie Phillips
Raul Pineda
Maria Piscanc Uffron
Taohua Qiu
Jacqueline Quijano
Maiza Qureshi
Michelle Ramirez
Lisa Rasberry
Mary Rehorst
Rachanna Rodrigues
Carlos Rodriguez

Amber Rushing
Jerrie Salvaggio
Anahita Scheinberg
Ashleigh Schilling
Anastasia Schultz
Oliver Senkus
Marita Shingler
Rebecca Sims
Belinda Sipp
Jemma Smith
Paola Soto
Paul Spanos
Lisa Spears
Sam Switzer
Jaime Tavarez
Kacie Thomas
Shannon Tidwell
Stefanie Tijerina

Karen Toma
Jessica Toussaint
Cristina Trillo Nieves
Megan Turner
Beverly Vaughn
Amy Voltz
Marianne Walker
Tori Walker
Amy Walser
Kendra Walters
Donna Watson
Kristen Weber
Lori Welch
Leslie Williams
Joseph Williams Jr.
Andrew Winston IV

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Paula Green
Executive Director of Human Resources

Consider and Approve Texas Teacher Evaluation and Support System (T-TESS) Appraisers

Recommendation:

That the Conroe Independent School District Board of Trustees ratify qualified staff that may serve as a teacher appraiser for the 2023-2024 school year, as submitted by Paula Green, Executive Director of Human Resources, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

The *Texas Teacher Evaluation and Support System* (T-TESS) is currently the State approved instrument designed to evaluate teachers and establish a system of support. In addition to the three-day T-TESS Appraiser Training, T-TESS appraisers must successfully complete a 36-hour *Instructional Leadership Training* (ILD) or a three-day Advancing Educational Leadership (AEL) training. We respectfully submit the following names for your approval.

Mindy Harding

Policy Reference: Legal and Local DNA

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Paula Green
Executive Director of Human Resources

Consider and Accept as Complete the Creighton Elementary Overhaul Construction Project

Recommendation:

That the Conroe Independent School District Board of Trustees accept as complete the Creighton Elementary Overhaul Construction Project as submitted by Easy Foster, Director of Planning & Construction, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Board Policy CV (LOCAL) – *Facilities Construction* requires that projects valued at \$1,000,000 or more be accepted by the Board of Trustees before final payment can be made and accounting for the project can be closed. The District certifies that The Creighton Elementary Overhaul Construction Project is complete. The financial review yielded returned allowance and savings on the project in the amount of \$168.18. The project was contracted to cost \$8,923,874.00 and the actual cost was \$8,923,705.82. If the Board accepts the project as complete, a final payment of \$460,128.73 will be made to the contractor, Ellisor Constructors, Inc., for the project.

PROJECT	ORIGINAL CONTRACT	CHANGE ORDERS	ACTUAL COST	RETURNED ALLOWANCE & SAVINGS
Creighton Elementary Overhaul	\$8,923,874.00	(\$0.00)	\$8,923,705.82	\$168.18

Policy Reference: CV Local

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Easy Foster
Director of Planning & Construction

2015 AIA 133 Contract As Amended by Conroe ISD

Highlighted Cells Require Entry by CM@R based on Job Cost Details

Creighton Elementary Final Project Tabulation

COSTS:				***NEED TO MAKE JOB SPECIFIC ADJUSTMENT TO THE GCs LIST***	
	COST TO DATE	UNPAID INVOICES	TOTAL COST	GENERAL CONDITIONS	Actual Charges
DIVISION 2	\$ 260,794.84	\$ -	\$ 260,794.84	1 Project Superintendent	\$ 148,584.84
DIVISION 3	\$ 225,454.67	\$ -	\$ 225,454.67	2 Assistant Superintendent	\$ 90,288.92
DIVISION 4	\$ 154,138.00	\$ -	\$ 154,138.00	3 Project Manager	\$ 75,372.12
DIVISION 5	\$ 104,259.07	\$ -	\$ 104,259.07	4 % Labor Burden (hourly labor class)	40.00% \$ -
DIVISION 6	\$ 54,102.01	\$ -	\$ 54,102.01	5 % Warranty services and coordination %COW	0.10% \$ 8,924.63
DIVISION 7	\$ 1,019,649.75	\$ -	\$ 1,019,649.75	6 Safety Training and Programs	\$ 3,639.16
DIVISION 8	\$ 309,426.69	\$ -	\$ 309,426.69	7 Safety Equipment	\$ -
DIVISION 9	\$ 493,404.42	\$ -	\$ 493,404.42	8 Fire Protection - Temporary Extinguishers - Fire Watch	\$ -
DIVISION 10	\$ 62,213.43	\$ -	\$ 62,213.43	9 First Aid Supplies & Equipment	\$ 1,155.33
DIVISION 11	\$ 321,000.48	\$ -	\$ 321,000.48	10 Jobsite Office Cleanup	\$ 2,649.22
DIVISION 12	\$ 13,195.00	\$ -	\$ 13,195.00	11 Jobsite Telephone - Mobile Phones - Internet - Fax	\$ 5,850.08
DIVISION 21	\$ 699,462.89	\$ -	\$ 699,462.89	12 Ice Cups and Water	\$ 2,469.00
DIVISION 22	\$ 219,158.91	\$ -	\$ 219,158.91	13 CPM Schedule and Project Controls Software	\$ 4,526.75
DIVISION 23	\$ 2,005,764.20	\$ -	\$ 2,005,764.20	14 Job Sign - Contractor's and Owner's Sign	\$ 1,248.34
DIVISION 26	\$ 875,966.03	\$ -	\$ 875,966.03	15 Job Photos	\$ -
DIVISION 27	\$ 308,335.25	\$ -	\$ 308,335.25	16 Temporary Toilets	\$ 28,780.04
DIVISION 28	\$ 445,787.64	\$ -	\$ 445,787.64	17 Temporary Plumbing for Office Trailer	\$ -
DIVISION 31	\$ 192,038.40	\$ -	\$ 192,038.40	18 Office Trailers - Include Space for Owner/Architect Office	\$ 23,795.73
DIVISION 32	\$ 380,034.95	\$ -	\$ 380,034.95	19 Jobsite Office Equipment & Furnishings	\$ 3,804.94
DIVISION 99	\$ 15,355.92	\$ -	\$ 15,355.92	20 Jobsite Office Supplies	\$ 2,196.11
FINAL COSTS	\$ 8,159,542.55	\$ -	\$ 8,159,542.55	21 Jobsite Computer & Communications Equipment	\$ 3,242.65
SELF PERFORMED WORK				22 Jobsite Office Utilities - Electricity & Water	\$ -
FINAL COSTS LESS SELF PERFORMED WORK			\$ 8,159,542.55	23 Postage / Delivery	\$ 334.94
FEE ON FINAL COSTS		3.25%	\$ 265,185.13	24 Mobilization / Demobilization of Temporary Facilities	\$ 3,196.00
GENERAL CONDITIONS ON FINAL COSTS	Actual		\$ 508,830.93	25 Survey Supplies and Equipment	\$ 15,206.24
Proposal %	6.50%	Allowed	\$ 530,370.27	26 Surveyor	\$ -
SAVINGS (Overage)From GENERAL CONDITIONS (Information Only)			\$ 21,539.34	27 Trash Dumpsters of Temporary Facilities	\$ -
GENERAL CONDITIONS (If Actual < Allowed, then Actual. If Actual > Allowed, then Allowed)			\$ 508,830.93	28 Tool Storage Shed	\$ 2,415.61
PRECONSTRUCTION FEE (Paid by Separate PO)			\$ 12,500.00	29 Jobsite and Building Security	\$ 13,810.03
FINAL COST + FEE + SELF PERFORMED WORK + GENERAL CONDITIONS (actual or allowed)			\$ 8,933,558.61	30 Plan Reproduction	\$ 3,034.09
ORIGINAL CONTRACT			\$ 8,923,874.00	31 Small Tools and Equipment	\$ 5,289.64
CONTRACT CHANGE ORDERS			\$ -	32 Close Out Documents (Facility Model and Digital Copies / CD)	\$ 7,650.55
CREDIT 100% OF UNSPENT ALLOWANCE			\$ (168.18)	33 Builders Risk Insurance	\$ 14,618.19
CONTRACT THRU CREDIT UNSPENT ALLOWANCES			\$ 8,923,705.82	34 Insurance Coverages as Specified	\$ 36,747.78
TOTAL PROJECT SAVINGS			\$ (9,852.79)	35	\$ -
CREDIT 100% OF UNSPENT SAVINGS TO OWNER			\$ -	36	\$ -
TOTAL FINAL CONTRACT			\$ 8,923,705.82	37	\$ -
TOTAL PAID TO DATE			\$ 8,463,577.09	38	\$ -
FINAL AMOUNT DUE TO CM@RISK			\$ 460,128.73	39	\$ -
				40	\$ -
				41	\$ -
				42	\$ -
				43	\$ -
				44	\$ -
				45	\$ -
				46	\$ -
				47	\$ -
				48	\$ -
				49	\$ -
				50	\$ -
				Actual Reported Total GCs \$ 508,830.93	

Consider and Accept as Complete the Conroe High School 9th Grade Classroom Addition Construction Project

Recommendation:

That the Conroe Independent School District Board of Trustees accept as complete the Conroe High School 9th Grade Classroom Addition Construction Project as submitted by Easy Foster, Director of Planning & Construction, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Board Policy CV (LOCAL) – *Facilities Construction* requires that projects valued at \$1,000,000 or more be accepted by the Board of Trustees before final payment can be made and accounting for the project can be closed. The District certifies that The Conroe High School 9th Grade Classroom Addition Construction Project is complete. The financial review yielded returned allowance and savings on the project in the amount of \$663.70. The project was contracted to cost \$9,397,179.19 and the actual cost was \$9,396,515.49. If the Board accepts the project as complete, a final payment of \$599,391.79 will be made to the contractor, Ellisor Constructors, Inc., for the project.

PROJECT	ORIGINAL CONTRACT	CHANGE ORDERS	ACTUAL COST	RETURNED ALLOWANCE & SAVINGS
Conroe High School 9 th Grade Classroom Addition	\$9,397,179.19	(\$0.00)	\$9,396,515.49	\$663.70

Policy Reference: CV Local

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Easy Foster
Director of Planning & Construction

2015 AIA 133 Contract As Amended by Conroe ISD

Highlighted Cells Require Entry by CM@R based on Job Cost Details

Conroe 9th Grade

Final Project Tabulation

COSTS:	COST TO DATE	UNPAID INVOICES	TOTAL COST
DIVISION 1	\$ 61,082.00	\$ -	\$ 61,082.00
DIVISION 2	\$ 200,803.15	\$ -	\$ 200,803.15
DIVISION 3	\$ 822,343.61	\$ -	\$ 822,343.61
DIVISION 4	\$ 398,637.83	\$ -	\$ 398,637.83
DIVISION 5	\$ 665,632.29	\$ -	\$ 665,632.29
DIVISION 6	\$ 133,148.81	\$ -	\$ 133,148.81
DIVISION 7	\$ 439,330.67	\$ -	\$ 439,330.67
DIVISION 8	\$ 230,667.84	\$ -	\$ 230,667.84
DIVISION 9	\$ 455,476.97	\$ -	\$ 455,476.97
DIVISION 10	\$ 367,912.05	\$ -	\$ 367,912.05
DIVISION 11	\$ 40,709.21	\$ -	\$ 40,709.21
DIVISION 12	\$ 42,000.05	\$ -	\$ 42,000.05
DIVISION 21	\$ 132,553.20	\$ -	\$ 132,553.20
DIVISION 22	\$ 268,728.93	\$ -	\$ 268,728.93
DIVISION 23	\$ 578,027.97	\$ -	\$ 578,027.97
DIVISION 26	\$ 542,351.15	\$ -	\$ 542,351.15
DIVISION 27	\$ 1,107,886.03	\$ -	\$ 1,107,886.03
DIVISION 28	\$ 1,114,031.81	\$ -	\$ 1,114,031.81
DIVISION 31	\$ 477,363.50	\$ -	\$ 477,363.50
DIVISION 32	\$ 140,330.95	\$ -	\$ 140,330.95
SELF PERFORMED WORK	\$ -	\$ -	\$ -
DIVISION 99	\$ 491,286.17	\$ -	\$ 491,286.17
	\$ -	\$ -	\$ -

FINAL COSTS	\$ 8,710,304.19	\$ -	\$ 8,710,304.19
TOTAL SELF PERFORMED WORK		\$ -	\$ -
FINAL COSTS LESS SELF PERFORMED WORK		\$ -	\$ 8,710,304.19
FEE ON FINAL COSTS		2.50%	\$ 217,670.50
GENERAL CONDITIONS ON FINAL COSTS	Actual		\$ 504,912.00
Proposal %	5.38%	Allowed	\$ 468,614.37
SAVINGS (Overage) From GENERAL CONDITIONS (Information Only)			\$ (36,297.63)
GENERAL CONDITIONS (If Actual < Allowed, then Actual. If Actual > Allowed, then Allowed)			\$ 468,614.37
PRECONSTRUCTION FEE (Paid by Separate PO)			\$ 12,000.00
FINAL COST + FEE + SELF PERFORMED WORK + GENERAL CONDITIONS (actual or allowed)			\$ 9,396,589.06
ORIGINAL CONTRACT			\$ 9,397,179.19
CONTRACT CHANGE ORDERS			\$ -
CREDIT 100% OF UNSPENT ALLOWANCE			\$ (663.70)
CONTRACT THRU CREDIT UNSPENT ALLOWANCES			\$ 9,396,515.49
TOTAL PROJECT SAVINGS			\$ (73.57)
CREDIT 100% OF UNSPENT SAVINGS TO OWNER			\$ -
TOTAL FINAL CONTRACT			\$ 9,396,515.49
TOTAL PAID TO DATE			\$ 8,797,123.70
FINAL AMOUNT DUE TO CM@RISK			\$ 599,391.79

NEED TO MAKE JOB SPECIFIC ADJUSTMENT TO THE GCs LIST

GENERAL CONDITIONS	Duration	Unit / %	Actual Charges
1 Project Superintendent	13 mo		\$ 174,052.48
2 Assistant Superintendent	13 mo		\$ 91,452.56
3 Project Manager	13 mo		\$ 79,581.24
4 Payroll Taxes and Insurance			\$ -
5 % Labor Burden (hourly labor class)		40.00%	\$ -
6 % Warranty services and coordination %COW		0.10%	\$ -
7 Safety Training and Programs	13 mo		\$ 3,408.97
8 Safety Equipment	13 mo		\$ 2,285.91
9 Fire Protection - Temporary Extinguishers - Fire Watch	13 mo		\$ 1,694.61
10 First Aid Supplies & Equipment	13 mo		\$ 3,063.63
11 Jobsite Office Cleanup	13 mo		\$ 2,508.87
12 Jobsite Telephone - Mobile Phones - Internet - Fax	13 mo		\$ 3,268.35
13 Ice Cups and Water	13 mo		\$ 1,257.79
14 CPM Schedule and Project Controls Software	13 mo		\$ 1,769.66
15 Job Sign - Contractor's and Owner's Sign	1 LS		\$ 1,682.73
16 Job Photos	13 mo		\$ 1,245.23
17 Temporary Toilets	13 mo		\$ 7,095.71
18 Temporary Plumbing for Office Trailer	13 mo		\$ 4,715.08
19 Office Trailers - Include Space for Owner/Architect Office	13 mo		\$ 17,334.06
20 Jobsite Office Equipment & Furnishings	13 mo		\$ 2,002.60
21 Jobsite Office Supplies	13 mo		\$ 965.24
22 Jobsite Computer & Communications Equipment	13 mo		\$ 2,693.05
23 Jobsite Office Utilities - Electricity & Water	13 mo		\$ -
24 Postage / Delivery	13 mo		\$ 721.68
25 Mobilization / Demobilization of Temporary Facilities	1 LS		\$ 3,196.00
26 Survey Supplies and Equipment	13 mo		\$ 3,421.21
27 Surveyor	1 LS		\$ -
28 Trash Dumpsters of Temporary Facilities	13 mo		\$ 3,229.52
29 Tool Storage Shed	13 mo		\$ 3,095.73
30 Jobsite and Building Security	13 mo		\$ 6,794.30
31 Plan Reproduction	1 LS		\$ 3,180.24
32 Small Tools and Equipment	13 mo		\$ 4,678.06
33 Close Out Documents (Facility Model and Digital Copies / CD)	1 LS		\$ 12,190.45
34 Builders Risk Insurance	1 LS		\$ 11,739.97
35 Insurance Coverages as Specified	1 LS		\$ 50,587.07
36			\$ -
37			\$ -
38			\$ -
39			\$ -
40			\$ -
41			\$ -
42			\$ -
43			\$ -
44			\$ -

Actual Reported Total GCs \$ 504,912.00

Consider and Approve the PK-6 Cell Phone and Smartwatch Guidelines

Recommendation:

That the Conroe Independent School District Board of Trustees consider the cell phone committee's recommendation regarding the use of cell phones during the school day by students in grades pre-kindergarten through sixth grade as submitted by Dr. Bethany Medford, Deputy Superintendent, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

After receiving a recommendation from the School Health Advisory Council (SHAC) regarding cell phone use by students during the school day, the Board of Trustees asked the District to form a committee to evaluate the District's current cell phone guidelines and SHAC's recommended guidelines.

The District formed a committee of members from all six of the District's feeder zones. Committee members included parents, community members, teachers, counselors, campus administrators, and students.

Over the course of three meetings, the committee received presentations from SHAC, a mental health specialist, and District staff. The committee was also asked to gather qualitative data related to the effects of cell phone use on students as well as analyze quantitative data obtained from surveys completed by District parents and staff members. At its October 2, 2023, meeting a majority of the committee voted to recommend the following guidelines for cell phone use during the school day by students in grades pre-kindergarten through sixth grade:

- Cell phones and smartwatches may be used respectfully and responsibly before school and after school.
- Cell phones and smartwatches should not be used to capture video, audio, or images at school or on the bus.
- Cell phones and smartwatches should be set on silent mode and kept in backpacks, lockers, or other designated storage areas and should not be visible during school hours including instructional time, reward time, free time, lunch, and in the hallways.
- Cell phones and smartwatches may be permitted in extenuating circumstances with permission from a staff member. (ex. to notify parent/ guardian of a late bus)

Policy Reference: Local Board Policy FNCE

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Dr. Bethany Medford
Deputy Superintendent

Board Member Requested Discussion Regarding Board Member Use of Cell Phones during Board Meetings

Recommendation:

That the Conroe Independent School District Board of Trustees discuss, at the request of Board President Skeeter Hubert, Board member use of cell phones during Board meetings.

Explanation:

Board President Skeeter Hubert requested that the Board of Trustees discuss the use of cell phones by Board members during Board meetings.

Policy Reference: Board Policy BE Local

Receive Information and Provide Input for the Development of the 2024-2025 School Calendar

Recommendation:

That the Conroe Independent School District Board of Trustees receives information about and provides input for the development of the 2024-2025 school calendar, as submitted by Dr. Hedith Upshaw, Assistant Superintendent, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

The District Level Planning and Decision-Making Committee (Committee) is responsible for developing a school calendar to recommend to the Board of Trustees. The process begins with the Committee developing one or more draft calendars and posting them on the District's website for review by parents, residents, and staff members. The Committee reviews feedback and comments that it receives and then develops a final recommendation. To assist the Committee in the calendar development process, administration seeks input from the Board of Trustees. The Committee expects to bring a final calendar recommendation to the Board of Trustees in January 2023.

Policy Reference: Legal and Local Board Policy EB

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Dr. Hedith Saucedo-Upshaw
Assistant Superintendent for Teaching and Learning

Consider and Adopt a Resolution in Recognition of Dyslexia Awareness Month

Recommendation:

That the Conroe Independent School District adopt a resolution in recognition of Dyslexia Awareness Month as submitted by Dr. Bethany Medford, Deputy Superintendent, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

The Texas Education Agency and the American Institutes of Research identify dyslexia as “the most commonly diagnosed learning disability” affecting the education of children. Students experiencing dyslexia may also have related disorders such as dysgraphia, dyscalculia, developmental auditory imperceptions, dysphasia, specific developmental dyslexia, developmental dysgraphia, and developmental spelling disability.

Conroe ISD is committed to addressing the needs of our dyslexic students and our students with related disorders by working with families to meet each student’s individual needs as well as through teacher training, employing qualified dyslexia specialists, interventionists, instructional coaches, and other highly trained personnel. Formally recognizing Dyslexia Awareness Month shows the District’s commitment to the success of dyslexic students.

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Dr. Bethany Medford
Deputy Superintendent

Resolution of the Conroe Independent School District

Whereas, the Texas Education Agency and the American Institutes of Research identify dyslexia as “the most commonly diagnosed learning disability” affecting the education of our children;

Whereas, dyslexia along with its related disorders such as dysgraphia, dyscalculia, developmental auditory imperceptions, dysphasia, specific developmental dyslexia, developmental dysgraphia, and developmental spelling disability is the most common learning disability and affects 80 to 90 percent of all individuals with a learning disability;

Whereas, the achievement gap between typical readers and dyslexic readers occurs as early as first grade;

Whereas, early screening for, and early diagnosis of, dyslexia and its related disorders, are critical for ensuring that individuals with dyslexia receive focused, evidence-based intervention that leads to fluent reading, the promotion of self-awareness and self-empowerment, and the provision of necessary accommodations that ensure success in school and in life;

Whereas, the difficulties associated with dyslexia and its related disorders require an enormous amount of time and energy on the part of the student, parents, guardians, teachers, paraprofessionals, and specialists to address the learning needs of the student;

Whereas, the Conroe Independent School District is committed to addressing the specific needs of dyslexic students and its related disorders by training teachers, employing dedicated dyslexia specialists, interventionists, instructional coaches, and other highly trained personnel, and providing resources to parents to address the educational needs of those students struggling with the difficulties of dyslexia and its related disorders; and

Whereas, October has been declared as Dyslexia Awareness Month.

Therefore, Be It Resolved that the Conroe Independent School District Board of Trustees does hereby honor and observe October as Dyslexia Awareness Month and pledges its continued support to the students, parents, educators, tutors, researchers, and specialists seeking to provide the highest quality of education to dyslexic students.

RESOLVED THIS THE 17TH DAY OF OCTOBER 2023.

Skeeter Hubert, President

Datren William, Vice President

Receive Information Regarding Districtwide Intruder Detection Audits

Recommendation:

That the Conroe Independent School District Board of Trustees receive information regarding the Districtwide Intruder Detection Audits conducted by the Texas School Safety Center as submitted by Mr. Chris McCord, Assistant Superintendent for Operations, and as recommended by Dr. Curtis Null, Superintendent.

Explanation:

To promote school safety, the Texas Education Agency requires all Texas school districts to undergo random unannounced intruder detection audits throughout the 2023-2024 school year. The Texas School Safety Center located at Texas State University oversees these audits.

The Texas Education Agency also requires that each school district present any intruder detection audit findings to the district's board of trustees at the board's next regularly scheduled meeting after an audit takes place. To comply with this requirement, the District will present this reoccurring item to the Board and the community at the Board's regularly scheduled meetings as the audits continue throughout this school year.

In the future, should any campus have an audit finding, that information along with any corrective action taken will be shared with the Board in closed session due to the safety-sensitive nature of this information.

Policy Reference: CKC Legal and Local

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Chris McCord
Assistant Superintendent for Operations

Board Member Requested Update Regarding District Counseling and Mental Health Services Available to Students and Their Families

Recommendation:

That the Conroe Independent School District Board of Trustees, at the request of President Hubert, receive information regarding counseling and mental health services available to District students and their families.

Explanation:

President Hubert requested an update regarding counseling and mental health services available to District students and their families.

Policy Reference: Board Policy BAA

Receive Information Regarding the Instructional Materials Selection Process

Recommendation:

That the Conroe Independent School District Board of Trustees receive information regarding the instructional materials selection process as submitted by Dr. Hedith Upshaw, Assistant Superintendent for Teaching and Learning, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

This school year the state is adopting selected instructional materials for Science K-12, Personal Financial Literacy and Economics, Technology Applications K-8, and Career Development and Technical Education. In accordance with Board Policy EFA *Instructional Resources – Instructional Materials*, District professional staff will review materials from the State Board of Education approved list of instructional materials to evaluate the quality of the instructional materials and bring recommendations to the Board regarding which instructional materials the Board should select. All teachers who will use the instructional materials will be able to review the instructional materials and submit evaluations and comments. Parents, teachers, and community members can view and comment on instructional materials, which will be on display at the Conroe ISD Instructional Materials Distribution Center from December 4, 2023, through January 12, 2024. The community will also have the opportunity to view and comment on the instructional materials via the Conroe ISD Textbook website during that time. Information about these opportunities will be published through various media sources. There will be a publisher showcase of materials specifically for teachers on December 11, 2023.

Recommendations regarding instructional materials selections will be presented to the Board at their March 2024 meeting.

Policy Reference: EF & EFA Legal and EFA Local

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Dr. Hedith Saucedo-Upshaw
Assistant Superintendent of Teaching and Learning

Receive Capital Improvements Update

Recommendation:

That the Conroe Independent School District Board of Trustees accept as information a capital improvements update, as submitted by Easy Foster, Director of Planning and Construction, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Information regarding progress and the status of completed and current capital improvement projects will be provided at the meeting.

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Easy Foster
Director Planning & Construction

October 2023
Capital Improvements Update

Campus	Architect/ Engineer	Contractor	Project(s)	Status % Complete
New Moorhead JrHS Caney Creek Feeder	PBK Architects	Joeris	New Construction	99% May 2023
CHS Master Plan	PBK Architects	Ellisor Constructors	Renovation/Addition	73% August 2025
ORHS Overhaul & South County CTE	IBI Group	Durotech	Renovation/Addition	96% July 2023
Safety & Security 2022	PBK Architects	Ellisor Constructors	Renovation/Addition	99% September 2022
Flex 22 - Hines Elementary in GOHS Feeder	IBI Group	Durotech	New Construction	99% May 2023
CCHS 6A Upgrades	PBK Architects	Joeris	Renovation/Addition	99% June 2023
New Central Maintenance	IBI Group	GTT Contractors	New Construction	99% August 2023
Collins Intermediate PE Classroom Addition	DLR Group	GTT Contractors	Renovation/Addition	98% July 2023
North & East Transportation Centers	PBK Architects	Joeris	Renovation/Addition	62% December 2023
Campus Renovations 2023	IBI Group	GTT Contractors	Renovation/Addition	90% April 2024
Safety & Security 2023 & 2024	PBK Architects	Ellisor Constructors	Renovation/Addition	75% December 2024
Flex 23 - Bartlett Elementary in Conroe Area	IBI Group	Durotech	New Construction	43% May 2024

Hold a Public Hearing on the Financial Integrity Rating System of Texas (FIRST)

Recommendation:

That the Conroe Independent School District Board of Trustees hold a public hearing as required by Texas Education Code §/Chapter 39, Subchapter D for the purpose of sharing the results of the Financial Integrity Rating System (FIRST) report as submitted by Darrin Rice, Chief Financial Officer, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

School districts are rated annually by the state's school financial accountability rating system, known as the School Financial Integrity Rating System of Texas (FIRST). The FIRST report ensures that Texas public schools are held accountable for the quality of their financial management practices and that they improve those practices. The system is designed to encourage Texas public schools to better manage their financial resources to provide the maximum allocation possible for direct instructional purposes.

Policy Reference: CFA Legal

Submitted by:

Dr. Curtis Null
Superintendent of Schools

Darrin Rice
Chief Financial Officer

Receive Financial Reports

Recommendation:

That the Conroe Independent School District Board of Trustees accept the attached year-to-date financial reports for information as submitted by Darrin Rice, Chief Financial Officer, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

Each month we provide you with copies of various year-to-date financial reports for your perusal and filing.

Policy Reference: Legal and Local Board Policy CFA

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Darrin Rice
Chief Financial Officer

Karen Garza
Director of Finance

CONROE INDEPENDENT SCHOOL DISTRICT
BALANCE SHEET
GENERAL FUND, DEBT SERVICE, CHILD NUTRITION, AND SELF FUNDED
September 30, 2023

	General Fund	Debt Service Fund	Child Nutrition Fund	Self Funded Insurance
ASSETS				
Cash and Investments	\$ 197,019,012	\$ 23,307,953	\$ 9,307,269	\$ 11,176,763
Property Taxes	392,382,613	144,580,696	-	-
Allowance for Uncollectible Taxes	(1,638,212)	(334,021)	-	-
Due From Other Governments	-	-	3,844,908	20,000
Accrued Interest	8,305	-	-	-
Due From Other Funds	-	-	-	-
Sundry Receivables	1,596,825	-	315	-
Inventories, at Cost	3,351,078	-	1,077,303	-
Total Assets	\$ 592,719,621	\$ 167,554,628	\$ 14,229,795	\$ 11,196,763
LIABILITIES				
Accounts Payable	\$ 126,970	\$ -	\$ -	\$ 45,505
Payroll Deductions and Withholdings Payable	11,060,235	-	-	-
Due to Other Funds	-	-	-	-
Due to Other Governments	-	-	-	-
Deferred Revenue	390,836,478	144,030,904	596,845	-
Total Liabilities	402,023,683	144,030,904	596,845	45,505
FUND BALANCES				
Nonspendable:				
Inventory	3,351,078	-	1,077,303	-
Restricted for:				
Food Service Operations	-	-	12,555,647	-
Debt Service	-	23,523,724	-	-
Committed:	-	-	-	11,151,258
Assigned:	17,052,784	-	-	-
Unassigned:	170,292,076	-	-	-
Total Fund Balances	190,695,938	23,523,724	13,632,950	11,151,258
Total Liabilities and Fund Balances	\$ 592,719,621	\$ 167,554,628	\$ 14,229,795	\$ 11,196,763

CONROE INDEPENDENT SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GENERAL FUND, DEBT SERVICE, CHILD NUTRITION, AND SELF FUNDED
FOR THE MONTH ENDED September 30, 2023

	General Fund	Debt Service Fund	Child Nutrition Fund	Self Funded Insurance
REVENUES				
Local and Intermediate Sources	\$ 2,317,977	\$ 217,807	\$ 37,732	\$ 4,519,490
State Program Revenues	45,143,438	1,800,738	6,444	-
Federal Program Revenues	-	-	2,357,711	-
Total Revenues	47,461,415	2,018,545	2,401,887	4,519,490
EXPENDITURES				
Current:				
Instruction	8,734,534	-	-	-
Instructional Resources & Media Service	130,368	-	-	-
Curriculum & Instructional Staff Development	266,631	-	-	-
Instructional Administration	507,144	-	-	-
School Administration	1,005,214	-	-	-
Guidance and Counseling	549,625	-	-	-
Social Work Services	245,262	-	-	-
Health Services	167,607	-	-	-
Student (Pupil) Transportation	2,193,080	-	-	-
Food Services	-	-	2,804,316	-
Cocurricular/Extracurricular Activities	818,035	-	-	-
General Administration	1,001,645	-	-	3,572,999
Plant Maintenance and Operations	6,716,981	-	9,343	-
Security and Monitoring Services	180,514	-	-	-
Data Processing Services	1,182,239	-	-	-
Community Services	1,077	-	-	-
Debt Service	-	18,000	-	-
Facilities Acquisition and Construction	135,820	-	-	-
Other Intergovernmental Charges	1,031,502	-	-	-
Total Expenditures	24,867,278	18,000	2,813,659	3,572,999
Excess of Revenues Over (Under) Expenditures	22,594,137	2,000,545	(411,772)	946,491
OTHER FINANCING SOURCES AND (USES)				
Refunding Bonds Issued	-	-	-	-
Premium or Discount on Issuance of Bonds	-	-	-	-
Capital-Related Debt Issuance	-	-	-	-
Other (Uses), Sources	-	-	-	-
Payment to Bond Refunding Escrow Agent	-	-	-	-
Total Other Financing Sources and (Uses)	-	-	-	-
 Net Change in Fund Balances	 22,594,137	 2,000,545	 (411,772)	 946,491
Fund Balance - Beginning	168,101,801	21,523,179	14,044,722	10,204,767
Fund Balance - Ending	\$ 190,695,938	\$ 23,523,724	\$ 13,632,950	\$ 11,151,258

Conroe Independent School District
General Fund
Combined Statement of Revenues and Expenditures (Includes Encumbrances)
Budget and Actual
For the Month Ended September 30, 2023

REVENUES

	CONTROL GROUP	TITLE	BUDGET	ACTUAL	AVAILABLE	YTD/ BUD	3 YR TR END YTD/BUD	VARIANCE
	5700	LOCAL REVENUE	\$ 396,981,570	\$ 2,317,977	\$ 394,663,593	0.58%	0.27%	0.31%
	5800	STATE REVENUE	275,790,671	45,143,438	230,647,233	16.37%	28.04%	-11.67%
		Total Operating Revenues	672,772,241	47,461,415	625,310,826	7.05%	8.77%	-1.72%

EXPENDITURES

FUNCTION	CONTROL GROUP	TITLE	BUDGET	YTD EXP/ENC	AVAILABLE	YTD/ BUD	3 YR TREND YTD/BUD	VARIANCE
11	6100	TOTAL PAYROLL	398,426,362.92	6,843,835.96	391,582,526.96	1.72%	-0.14%	1.86%
11	6200	CONTRACTED SERVICES	1,548,551.02	980,609.40	567,941.62	63.32%	57.90%	5.42%
11	6300	SUPPLIES AND MATERI	14,606,339.88	3,033,990.48	11,572,349.40	20.77%	13.93%	6.84%
11	6400	OTHER OPERATING EXP	971,892.43	153,102.17	818,590.26	15.76%	14.58%	1.18%
11	6600	CAPITAL OUTLAY	154,859.68	104,194.85	50,664.83	67.28%	55.48%	11.80%
			415,707,805.93	11,115,732.86	404,592,073.07	2.67%	0.65%	2.02%
12	6100	TOTAL PAYROLL	6,013,620.44	93,405.42	5,920,215.02	1.55%	-0.31%	1.86%
12	6200	CONTRACTED SERVICES	52,029.49	5,196.54	46,832.95	9.99%	3.82%	6.17%
12	6300	SUPPLIES AND MATERI	751,757.05	98,539.01	653,218.04	13.11%	26.99%	-13.88%
12	6400	OTHER OPERATING EXP	5,454.00	1,343.70	4,110.30	24.64%	14.35%	10.29%
12	6600	CAPITAL OUTLAY	1,554.19	-	1,554.19	0.00%	0.00%	0.00%
			6,824,415.17	198,484.67	6,625,930.50	2.91%	2.86%	0.05%
13	6100	TOTAL PAYROLL	17,390,433.00	263,229.63	17,127,203.37	1.51%	0.13%	1.38%
13	6200	CONTRACTED SERVICES	104,336.41	70,000.00	34,336.41	67.09%	20.99%	46.10%
13	6300	SUPPLIES AND MATERI	95,034.53	10,621.09	84,413.44	11.18%	12.75%	-1.57%
13	6400	OTHER OPERATING EXP	150,191.86	10,146.81	140,045.05	6.76%	16.23%	-9.47%
			17,739,995.80	353,997.53	17,385,998.27	2.00%	1.05%	0.95%
21	6100	TOTAL PAYROLL	6,828,560.00	410,803.08	6,417,756.92	6.02%	3.63%	2.39%
21	6200	CONTRACTED SERVICES	328,670.18	59,519.56	269,150.62	18.11%	13.65%	4.46%
21	6300	SUPPLIES AND MATERI	744,828.03	98,729.87	646,098.16	13.26%	14.60%	-1.34%
21	6400	OTHER OPERATING EXP	326,974.74	44,772.49	282,202.25	13.69%	10.47%	3.22%
			8,229,032.95	613,825.00	7,615,207.95	7.46%	5.70%	1.76%
23	6100	TOTAL PAYROLL	42,605,230.00	970,384.40	41,634,845.60	2.28%	0.77%	1.51%
23	6200	CONTRACTED SERVICES	27,467.70	26,678.26	789.44	97.13%	57.50%	39.63%
23	6300	SUPPLIES AND MATERI	271,228.75	44,757.49	226,471.26	16.50%	17.12%	-0.62%
23	6400	OTHER OPERATING EXP	87,176.25	25,406.65	61,769.60	29.14%	26.33%	2.81%
23	6600	CAPITAL OUTLAY	75.00	-	75.00	0.00%	0.00%	0.00%
			42,991,177.70	1,067,226.80	41,923,950.90	2.48%	0.99%	1.49%
31	6100	TOTAL PAYROLL	23,356,913.00	406,581.78	22,950,331.22	1.74%	0.28%	1.46%
31	6200	CONTRACTED SERVICES	167,251.22	63,547.13	103,704.09	38.00%	34.66%	3.34%
31	6300	SUPPLIES AND MATERI	665,854.42	135,879.54	529,974.88	20.41%	24.44%	-4.03%
31	6400	OTHER OPERATING EXP	110,885.00	7,090.90	103,794.10	6.39%	12.43%	-6.04%
			24,300,903.64	613,099.35	23,687,804.29	2.52%	1.39%	1.13%
32	6100	TOTAL PAYROLL	1,047,977.00	33,205.35	1,014,771.65	3.17%	1.64%	1.53%
32	6200	CONTRACTED SERVICES	217,520.79	212,000.00	5,520.79	97.46%	0.00%	97.46%
32	6300	SUPPLIES AND MATERI	8,600.00	136.39	8,463.61	1.59%	24.19%	-22.60%
32	6400	OTHER OPERATING EXP	13,250.00	193.18	13,056.82	1.46%	10.43%	-8.97%
			1,287,347.79	245,534.92	1,041,812.87	19.07%	2.33%	16.74%
33	6100	TOTAL PAYROLL	8,152,558.00	144,149.91	8,008,408.09	1.77%	-0.29%	2.06%
33	6200	CONTRACTED SERVICES	146,100.00	85,100.00	61,000.00	58.25%	42.11%	16.14%
33	6300	SUPPLIES AND MATERI	222,595.50	31,915.83	190,679.67	14.34%	16.90%	-2.56%
33	6400	OTHER OPERATING EXP	16,551.00	9,306.19	7,244.81	56.23%	54.44%	1.79%
			8,537,804.50	270,471.93	8,267,332.57	3.17%	1.15%	2.02%
34	6100	TOTAL PAYROLL	29,254,009.00	877,968.53	28,376,040.47	3.00%	1.73%	1.27%
34	6200	CONTRACTED SERVICES	966,748.49	411,487.77	555,260.72	42.56%	39.35%	3.21%
34	6300	SUPPLIES AND MATERI	4,936,979.85	2,613,056.75	2,323,923.10	52.93%	53.05%	-0.12%
34	6400	OTHER OPERATING EXP	811,371.33	702,104.48	109,266.85	86.53%	73.43%	13.10%
34	6600	CAPITAL OUTLAY	165,603.00	-	165,603.00	0.00%	6.23%	-6.23%
			36,134,711.67	4,604,617.53	31,530,094.14	12.74%	10.77%	1.97%
36	6100	TOTAL PAYROLL	8,937,379.21	181,057.41	8,756,321.80	2.03%	-0.11%	2.14%
36	6200	CONTRACTED SERVICES	860,679.17	193,172.00	667,507.17	22.44%	13.66%	8.78%
36	6300	SUPPLIES AND MATERI	1,724,509.34	543,085.02	1,181,424.32	31.49%	29.37%	2.12%
36	6400	OTHER OPERATING EXP	3,150,277.60	554,029.16	2,596,248.44	17.59%	12.73%	4.86%
36	6600	CAPITAL OUTLAY	40,383.00	29,383.00	11,000.00	72.76%	51.60%	21.16%
			14,713,228.32	1,500,726.59	13,212,501.73	10.20%	6.93%	3.27%
41	6100	TOTAL PAYROLL	8,714,859.00	539,709.11	8,175,149.89	6.19%	4.23%	1.96%

CONTROL								3 YR TREND	
FUNCTION	GROUP	TITLE	BUDGET	YTD EXP/ENC	AVAILABLE	YTD/ BUD	YTD/ BUD	VARIANCE	
41	6200	CONTRACTED SERVICES	1,527,236.82	693,379.57	833,857.25	45.40%	47.17%	-1.77%	
41	6300	SUPPLIES AND MATERI	909,527.34	219,975.13	689,552.21	24.19%	27.16%	-2.97%	
41	6400	OTHER OPERATING EXP	703,254.64	286,083.57	417,171.07	40.68%	14.76%	25.92%	
41	6600	CAPITAL OUTLAY	24,777.86	17,277.86	7,500.00	69.73%	52.09%	17.64%	
			11,879,655.66	1,756,425.24	10,123,230.42	14.79%	11.75%	3.04%	
51	6100	TOTAL PAYROLL	35,205,648.00	698,472.06	34,507,175.94	1.98%	0.76%	1.22%	
51	6200	CONTRACTED SERVICES	24,206,358.87	4,197,312.52	20,009,046.35	17.34%	9.42%	7.92%	
51	6300	SUPPLIES AND MATERI	5,869,892.92	1,115,576.26	4,754,316.66	19.01%	27.93%	-8.92%	
51	6400	OTHER OPERATING EXP	4,469,370.30	4,351,161.85	118,208.45	97.36%	97.25%	0.11%	
51	6600	CAPITAL OUTLAY	4,190,484.56	908,482.12	3,282,002.44	21.68%	34.94%	-13.26%	
			73,941,754.65	11,271,004.81	62,670,749.84	15.24%	11.21%	4.03%	
52	6100	TOTAL PAYROLL	9,069,695.00	144,864.48	8,924,830.52	1.60%	0.35%	1.25%	
52	6200	CONTRACTED SERVICES	155,387.93	59,318.79	96,069.14	38.17%	35.56%	2.61%	
52	6300	SUPPLIES AND MATERI	552,799.98	199,028.30	353,771.68	36.00%	36.86%	-0.86%	
52	6400	OTHER OPERATING EXP	53,165.66	6,331.52	46,834.14	11.91%	15.86%	-3.95%	
52	6600	CAPITAL OUTLAY	421,380.00	421,380.00	-	100.00%	66.67%	33.33%	
			10,252,428.57	830,923.09	9,421,505.48	8.10%	2.75%	5.35%	
53	6100	TOTAL PAYROLL	5,742,004.00	373,395.92	5,368,608.08	6.50%	4.39%	2.11%	
53	6200	CONTRACTED SERVICES	3,182,149.14	1,516,914.78	1,665,234.36	47.67%	55.50%	-7.83%	
53	6300	SUPPLIES AND MATERI	546,949.04	176,672.40	370,276.64	32.30%	31.98%	0.32%	
53	6400	OTHER OPERATING EXP	38,751.94	11,400.51	27,351.43	29.42%	9.72%	19.70%	
53	6600	CAPITAL OUTLAY	95,341.00	112,711.00	(17,370.00)	118.22%	66.67%	51.55%	
			9,605,195.12	2,191,094.61	7,414,100.51	22.81%	22.99%	-0.18%	
61	6100	TOTAL PAYROLL	290.00	531.80	(241.80)	183.38%	0.05%	183.33%	
61	6200	CONTRACTED SERVICES	18,000.00	-	18,000.00	0.00%	0.00%	0.00%	
61	6300	SUPPLIES AND MATERI	4,244.83	544.83	3,700.00	12.84%	0.14%	12.70%	
61	6400	OTHER OPERATING EXP	3,625.69	-	3,625.69	0.00%	0.00%	0.00%	
			26,160.52	1,076.63	25,083.89	4.12%	0.02%	4.10%	
81	6200	CONTRACTED SERVICES	3,625.00	-	3,625.00	0.00%	28.17%	-28.17%	
81	6300	SUPPLIES AND MATERI	4,960.00	-	4,960.00	0.00%	31.71%	-31.71%	
81	6600	CAPITAL OUTLAY	144,591.70	135,820.00	8,771.70	93.93%	53.65%	40.28%	
			153,176.70	135,820.00	17,356.70	88.67%	57.82%	30.85%	
99	6200	CONTRACTED SERVICES	5,150,000.00	5,150,000.00	-	100.00%	100.00%	0.00%	
			5,150,000.00	5,150,000.00	-	100.00%	100.00%	0.00%	
Total Operating Expenditures			687,474,794.69	41,920,061.56	645,554,733.13	6.10%	3.72%	2.38%	

Conroe Independent School District
 Projected Annual Revenues, Expenditures and Fund Balance
 General Funds, Debt Service, and Child Nutrition
 Projected to August 31, 2023

	General Fund			Debt Service			Child Nutrition		
	Amended Budget	Projected To 8-31-23	Variance	Amended Budget	Projected To 8-31-23	Variance	Amended Budget	Projected To 8-31-23	Variance
Revenues									
5700 Local Revenues	\$ 453,303,280	\$ 450,871,983	\$ (2,431,297)	\$ 135,550,381	\$ 133,416,864	\$ (2,133,517)	\$ 8,608,604	\$ 10,343,099	\$ 1,733,495
5800 State Revenues	182,374,314	188,897,879	6,523,565	1,473,226	2,260,359	787,133	-	148,324	148,324
5900 Federal Revenues	9,438,930	11,434,312	1,995,382	-	-	-	22,390,396	22,156,205	(234,191)
Total Revenues	645,116,524	651,204,174	6,087,650	137,023,607	135,677,223	(1,346,384)	31,000,000	32,647,628	1,647,628
Expenditures									
6100 Payroll	576,081,148.00	571,284,359	4,796,789	-	-	-	9,430,000	10,222,772	(792,772)
6200 Contracted Services	39,981,977.00	37,488,001	2,493,976	-	-	-	2,681,848	2,526,476	155,372
6300 Supplies	26,550,773.00	23,891,462	2,659,311	-	-	-	19,259,137	17,853,648	1,405,489
6400 Other Operating	11,350,748.00	10,803,952	546,796	-	-	-	40,000	31,807	8,193
6500 Debt Service	2,508,100	2,508,100	-	130,166,253	133,570,001	(3,403,748)	3,000	3,000	-
6600 Capital Outlay	4,820,722	3,695,455	1,125,267	-	-	-	2,230,816	2,112,452	118,364
Total Expenditures	661,293,468	649,671,329	11,622,139	130,166,253	133,570,001	(3,403,748)	33,644,801	32,750,155	894,646
Other Financing Sources (uses)									
4999 Other Resources (uses)	(18,800,000)	(18,800,000)	-	-	-	-	-	-	-
Net Change in Fund Balance	(34,976,944)	(17,267,155)	17,709,789	6,857,354	2,107,222	(4,750,132)	(2,644,801)	(102,527)	2,542,274
Fund Balance September 1	181,095,089	182,141,626	1,046,537	17,694,374	19,397,957	1,703,583	12,744,249	12,744,249	-
Fund Balance August 31	\$ 146,118,145	\$ 164,874,471	\$ 18,756,326	\$ 24,551,728	\$ 21,505,179	\$ (3,046,549)	\$ 10,099,448	\$ 12,641,722	\$ 2,542,274

* Projected

**Self-Funded Health Insurance
Conroe ISD Self-Funded Health Insurance Fund
2023-2024**

	<u>September 23</u>	<u>Total</u>	<u>Average</u>
	<u>2023-2024</u>	<u>2023-2024</u>	<u>2023-2024</u>
Revenues			
Premiums:			
District	\$ 2,739,332	\$ 2,739,332	\$ 2,739,332
Employee	1,711,462	1,711,462	1,711,462
Interest	40,702	40,702	40,702
Total Revenues	<u>4,491,496</u>	<u>4,491,496</u>	<u>4,491,496</u>
Expenses			
Claims	3,305,330	3,305,330	\$ 3,305,330
Pharmacy/Stop Loss Rebate	(511,491)	(511,491)	(511,491)
Admin/Stop Loss	646,719	646,719	646,719
Total Expenses	<u>3,440,558</u>	<u>3,440,558</u>	<u>3,440,558</u>
Revenues Over			
(Under) Expenses	<u>\$ 1,050,938</u>	<u>\$ 1,050,938</u>	<u>\$ 1,050,938</u>

Status of 2019 Bond Referendum & Capital Projects

As of 8/31/23

Project Description	Original Bond Budget	Budget Adjustments	Adjusted Budget	Funds Expended & Encumbered	Estimate to Complete	Expected Completion	% Complete
NEW CAMPUSES & ADDITIONS							
Hope Elementary - 134	\$ 35,079,000	\$ (2,609,700)	\$ 32,469,300	\$ 32,360,565	\$ -	May-21	100.0%
Gordon-Reed Elementary - 135	37,184,000	(2,089,222)	35,094,778	35,012,925	-	May-22	100.0%
Hines Elem- Flex 22- 136	39,415,000	3,000,000	42,415,000	41,009,634	1,405,366	May-23	95.0%
Bartlett Elem Flex 23 - 137	39,415,000	3,000,000	42,415,000	40,487,610	1,927,390	May-24	33.0%
Conroe HS 9th Additions	11,385,000	(1,284,217)	10,100,783	10,100,783	-	May-22	100.0%
Moorhead JHS- 056	80,630,000	-	80,630,000	74,352,779	6,277,221	May-23	99.0%
Caney Creek HS Additions/Upgrades	8,936,000	-	8,936,000	8,508,944	427,056	May-23	99.0%
South County CTE at Oak Ridge	10,516,000	-	10,516,000	9,820,401	695,599	May-23	95.0%
The Woodlands CP Addition	9,884,000	(753,257)	9,110,743	9,068,218	-	Jul-21	100.0%
The Woodlands HS Addition	11,192,000	(436,201)	10,755,799	10,755,799	-	Jul-21	100.0%
York JHS Addition	15,500,000	1,797,765	17,297,765	17,235,617	-	Jul-21	100.0%
Collins PE Addition	6,000,000	-	6,000,000	5,546,039	453,961	Jul-23	95.0%
Runyan PE Addition	4,700,000	(43,519)	4,656,481	4,565,481	-	Dec-20	100.0%
Wilkerson PE Addition	6,000,000	(746,773)	5,253,227	4,979,138	-	Dec-21	100.0%
CAMPUS RENOVATIONS							
Conroe HS Renovation	144,247,000	17,000,000	161,247,000	144,994,296	16,252,704	Aug-25	66.0%
Oak Ridge HS Systems Overhaul	45,100,000	-	45,100,000	42,404,431	2,695,569	May-23	95.0%
Multi-Campus Renovations	49,900,000	-	49,900,000	37,675,656	12,224,344	Aug-24	78.0%
OTHER DISTRICT NEEDS							
Safety & Security	44,472,000	-	44,472,000	42,929,508	1,542,492	Dec-24	88.0%
Transportation Center	11,500,000	-	11,500,000	10,444,121	1,055,879	May-24	56.0%
Buses	8,500,000	-	8,500,000	8,472,052	27,948	Dec-24	99.7%
Technology	5,000,000	-	5,000,000	3,687,162	1,312,838	Dec-24	73.7%
Land Purchases	10,000,000	302,269	10,000,000	10,302,269	-	Dec-24	100.0%
Totals	\$ 634,535,000	\$ 17,137,145	\$ 651,369,876	\$ 604,713,428	\$ 46,298,367		
Contingency	19,035,000	(17,137,145)	1,897,855				
Grand Total	\$ 653,570,000		\$ 653,267,731				

School Bonds Authorized	\$653,570,000
School Bonds Sold	\$653,570,000
Balance to Sell	\$0

GASB 31 Compliance
Conroe I.S.D.
Effective Interest - Actual Life
Receipts in Period
09/01/23 - 09/30/23

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Entered	Price Source	Beginning Unit Price	Per Value On 09/01/23	Reported Value 09/01/23	Purchase Price	Sales Proceeds	Ending Unit Price	Per Value On 09/30/23	Price Source	Reported Value 09/30/23	Change in Fair Value	Interest	Net Investment Income
968657JG2	21-0007	Will City Ill Taxable Gt Ret Bd 0.369 11/15/23	12/1/20		Open Fair Value	33.1094	Manual	0.968436	1,000,000.00	968,436.32	0.00	0.00	0.963720	1,000,000.00	FTI	963,720.00	27,933.68	307.50	27,991.18
9126CBE0	21-0011	Treasury Note 0.125 04/15/24	01/19/20		Open Fair Value	5.2118	FTI	0.990859	2,200,000.00	2,157,899.80	0.00	0.00	0.985039	2,200,000.00	FTI	2,167,085.80	9,196.00	224.18	9,420.18
9126CCE4	21-0015	Treasury Note 0.125 04/15/24	06/21/21		Open Fair Value	5.3131	FTI	0.969102	1,700,000.00	1,647,713.40	0.00	0.00	0.964102	1,700,000.00	FTI	1,654,378.80	6,905.40	566.34	7,427.94
9126CCE0	21-0016	Treasury Note 0.25 08/15/24	07/11/21		Open Fair Value	4.9820	FTI	0.969859	800,000.00	784,887.20	0.00	0.00	0.965039	800,000.00	FTI	788,031.20	3,344.00	81.52	3,425.52
9126CCE4	21-0017	Treasury Note 0.25 08/15/24	07/11/21		Open Fair Value	4.9890	FTI	0.969625	700,000.00	683,667.20	0.00	0.00	0.964102	700,000.00	FTI	688,973.40	5,510.00	348.36	6,259.26
9126CCE0	21-0018	Treasury Note 0.375 08/15/24	07/11/21		Open Fair Value	5.3183	FTI	0.969102	1,300,000.00	1,259,832.60	0.00	0.00	0.965039	1,300,000.00	FTI	1,265,113.20	5,280.60	399.59	5,680.19
9126CCE4	21-0019	Treasury Note 0.375 08/15/24	07/11/21		Open Fair Value	4.4615	FTI	0.953359	2,300,000.00	2,197,725.70	0.00	0.00	0.957119	2,300,000.00	FTI	2,200,453.70	7,728.00	703.13	8,431.13
3130AP7G4	22-0001	FHLB 0.51 09/20/24	09/20/21		Open Fair Value	5.4216	FTI	0.940634	1,900,000.00	1,869,495.50	0.00	0.00	0.935359	1,900,000.00	FTI	1,874,543.80	5,948.30	892.50	9,487.80
9126CCE0	22-0002	Treasury Note 1.125 02/29/24	10/20/21		Open Fair Value	5.3172	FTI	0.963945	1,000,000.00	969,935.50	0.00	0.00	0.957119	1,000,000.00	FTI	969,508.70	8,995.30	332.61	9,327.91
9126CCE4	22-0003	Alabama Fed Aid Hwy Fin Auth F 0.689 09/01/24	10/14/21		Open Fair Value	4.1942	FTI	0.945680	1,600,000.00	1,519,312.00	0.00	0.00	0.935359	1,600,000.00	FTI	1,522,875.20	3,563.20	514.17	3,495.17
9126CCE0	22-0004	Treasury Note 0.625 10/15/24	10/19/21		Open Fair Value	3.3379	FTI	0.945680	1,600,000.00	1,519,312.00	0.00	0.00	0.935359	1,600,000.00	FTI	1,522,875.20	3,563.20	514.17	3,495.17
9126CCE4	22-0005	Jackson Cty Mo Regg Sch Dist 0.82 03/01/24	11/26/21		Open Fair Value	28.8509	Manual	0.957100	1,900,000.00	1,907,247.34	0.00	0.00	0.957100	1,900,000.00	FTI	1,898,449.60	23,559.09	693.33	24,942.42
9126CCE0	22-0007	Oregon Sch Bids Assn Ltd Tax Pe 5.63 06/30/24	11/26/21		Open Fair Value	0.0703	Manual	1.003814	1,800,000.00	1,723,891.40	0.00	0.00	0.995063	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0008	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0009	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0010	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0011	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0012	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0013	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0014	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0015	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0016	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0017	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0018	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0019	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0020	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0021	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0022	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0023	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0024	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0025	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0026	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0027	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0028	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0029	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0030	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0031	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0032	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0033	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0034	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0035	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0036	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0037	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0038	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0039	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0040	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0041	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE4	22-0042	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1,800,000.00	1,723,891.40	0.00	0.00	0.957100	1,800,000.00	FTI	1,726,313.40	2,322.00	8,914.17	11.43
9126CCE0	22-0043	Treasury Note 1.50 10/31/24	11/26/21		Open Fair Value	3.0241	FTI	0.957100	1										

Conroe I.S.D.

Effective Interest - Actual Life

Receipts in Period

39,2 39,2 54

55

Earnings and Yields Summary

Conroe I.S.D.

Effective Interest - Actual Life

Receipts in Period

09/01/23 - 09/30/23

Security Description	09/01/23	09/08/23	09/15/23	09/22/23	09/29/23	09/01/23
	09/07/23	09/14/23	09/21/23	09/28/23	09/30/23	09/30/23
Combined Port						
FHLB	13,912.2600	13,840.9500	13,403.3600	13,403.3600	3,829.5300	58,389.4600
Money Market	81,673.6600	81,673.6700	79,685.6500	74,180.3700	21,246.2600	338,459.6100
Municipal Bon	759.3600	759.3600	759.3500	759.3500	216.9600	3,254.3800
State Pool	304,943.9800	292,878.7800	268,883.5900	305,433.0200	94,856.4000	1,266,995.7700
Treasury Note	7,361.8100	7,361.8200	7,361.8200	7,361.8200	2,051.1400	31,498.4100
Port Total	408,651.0700	396,514.5800	370,093.7700	401,137.9200	122,200.2900	1,698,597.6300
Combined Port						
FHLB	4.2895	4.2665	4.1286	4.1286	4.1286	4.1983
Money Market	5.5706	5.5690	5.5621	5.5609	5.5609	5.5654
Municipal Bon	0.7831	0.7831	0.7831	0.7831	0.7831	0.7831
State Pool	5.5523	5.5564	5.5574	5.5498	5.5903	5.5565
Treasury Note	1.1925	1.1925	1.1925	1.1925	1.1926	1.1925
Port Total	5.1100	5.0990	5.0629	5.0929	5.1533	5.0961

Maturity Aging
Conroe I.S.D.
 Effective Interest - Actual Life
 Receipts in Period
 9/30/2023

	CUSIP	Invest Number	Security Description	Purchase Date	Days to Maturity	Yield Matur
Cash / Money Market	199 Woodforest National Bank	AR-0047	Money Market	05/24/18	0	5.8300
	199-Lone Star COP	AR-0033	State Pool	05/22/13	0	5.5772
	199-Lone Star GOF	AR-0001	State Pool	04/25/00	0	5.3163
	199-Schwab	AR-0042	TD Ameritrade	02/29/16	0	5.2600
	199-TEXPOOL	AR-0026	State Pool	08/26/08	0	5.3218
	199-Texas Class	AR-0039	State Pool	12/16/13	0	5.5213
	199-Woodforest-IntraFi Network	AR-0057	Money Market	09/01/22	0	5.7300
	240-Lone Star COP	AR-0023	State Pool	08/31/06	0	5.5772
	511 Woodforest National Bank	AR-0049	Money Market	05/24/18	0	5.8300
	511-Lone Star COP	AR-0035	State Pool	05/22/13	0	5.5772
	6190 - Lone Star COP	AR-0051	State Pool	02/06/20	0	5.5772
	6291 - Lone Star COP	AR-0052	State Pool	11/17/20	0	3.2504
	6291-Texas Class	AR-0053	State Pool	12/07/20	0	5.5213
	6392 - Lone Star COP	AR-0054	State Pool	02/08/22	0	5.5772
	6492 - Lone Star COP	AR-0055	State Pool	07/07/22	0	5.5772
	6492 - Texas Class	AR-0056	State Pool	08/09/22	0	5.5213
	6537-Lone Star COP	AR-0046	State Pool	01/11/18	0	3.2504
	6990-Lone Star COP	AR-0012	State Pool	06/26/00	0	5.5772
	6996-Lone Star COP	AR-0044	State Pool	08/01/16	0	3.2504
	6999-Lone Star COP	AR-0050	State Pool	10/30/19	0	5.5772
	753-Lone Star COP	AR-0015	State Pool	09/07/00	0	5.5772
	912828T26	22-0014	Treasury Note 1.375 09/30/23	02/08/22	0	1.1938
	Cash / Money Market Total				0	5.5921
31 - 60 Days	912828T91	22-0015	Treasury Note 1.625 10/31/23	03/14/22	31	1.6368
	968657JG2	21-0007	Will Cnty Ill Taxable Go Ref Bd 0.369 11/15/23	12/17/20	45	0.3690
	31 - 60 Days Total				35	1.2305
61 - 90 Days	91282CDM0	22-0009	Treasury Note 0.50 11/30/23	01/11/22	61	0.8643
	61 - 90 Days Total				61	0.8643
91 - 180 Days	467486XT8	22-0005	Jackson Cnty Mo Reorg Sch Dist 0.82 03/01/24	11/04/21	151	0.8200
	9128285U0	22-0017	Treasury Note 2.625 12/31/23	05/05/22	92	2.7089
	9128285U0	22-0018	Treasury Note 2.625 12/31/23	06/02/22	92	2.4440
	912828W48	22-0002	Treasury Note 2.125 02/29/24	09/30/21	152	0.3781
	91282CBE0	21-0016	Treasury Note 0.125 01/15/24	07/01/21	107	0.3633
	91282CBE0	21-0010	Treasury Note 0.125 01/15/24	01/19/21	107	0.2063
	91 - 180 Days Total				120	0.9512
181 - 364 Days	010268CL2	22-0003	Alabama Fed Aid Hwy Fin Auth F 0.689 09/01/24	10/14/21	331	0.6890
	3130AFBC0	23-0001	FHLB 3.25 09/13/24	10/04/22	343	4.2041
	3130AP7G4	22-0001	FHLB 0.51 09/20/24	10/20/21	350	0.5100
	686053CP2	22-0006	Oregon Sch Brds Assn Ltd Tax Pe 5.63 06/30/24	11/26/21	270	1.0203
	912828WJ5	22-0016	Treasury Note 2.50 05/15/24	04/06/22	228	2.5223
	912828Y87	22-0013	Treasury Note 1.75 07/31/24	02/08/22	305	1.4247
	91282CBV2	21-0011	Treasury Note 0.375 04/15/24	04/21/21	198	0.3197
	91282CBV2	21-0018	Treasury Note 0.375 04/15/24	07/01/21	198	0.4173
	91282CCG4	21-0015	Treasury Note 0.25 06/15/24	06/21/21	259	0.5248
	91282CCG4	21-0017	Treasury Note 0.25 06/15/24	07/01/21	259	0.4578
	91282CCT6	21-0019	Treasury Note 0.375 08/15/24	08/17/21	320	0.4092
	181 - 364 Days Total				283	1.3093
1 - 4 Years	3130ANNK2	23-0003	FHLB 0.82 08/26/25	06/20/23	686	4.6393
	3130AUR55	23-0002	FHLB 5.00 02/06/26	02/17/23	846	5.1832
	3130AURS5	23-0005	FHLB 4.25 03/14/25	07/06/23	524	5.1733
	3130AWER7	23-0004	FHLB 4.625 06/06/25	06/16/23	606	4.7375
	3130AWLZ1	23-0006	FHLB 4.75 06/12/26	08/04/23	972	4.7122
	9128283P3	22-0020	Treasury Note 2.25 12/31/24	07/01/22	458	3.0320
	912828YM6	22-0007	Treasury Note 1.50 10/31/24	11/04/21	397	0.7623
	912828YV6	22-0008	Treasury Note 1.50 11/30/24	12/14/21	427	0.9569
	912828YV6	22-0019	Treasury Note 1.50 11/30/24	06/02/22	427	2.7776
	91282CDB4	22-0004	Treasury Note 0.625 10/15/24	10/19/21	381	0.7282
	1 - 4 Years Total				600	3.6036
	Investment Total				44	5.1723

Investment Report

Conroe I.S.D.

09/01/23 - 09/30/23

This report summarizes the investment position of Conroe I.S.D. for the period 09/01/23 to 09/30/23.

	08/31/23	09/30/23
Book Value	433,147,949.82	434,060,485.94
Market Value	431,867,947.29	432,890,169.80
Par Value	433,372,231.83	434,279,841.38
Change in Market Value		114,612.87
Weighted Average Maturity (in Days)	43	44
Weighted Average Yield-to-Maturity of Portfolio	5.1134%	5.1723%
Yield-to-Maturity of 90 Day T-Bill	5.2950%	5.3030%
Accrued Interest		80,481.61

58

This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, Conroe I.S.D. is in compliance with the provisions of Government Code 2256 and with the stated policies and strategies of Conroe I.S.D..

Karen Garza
 Digitally signed by
 Karen Garza
 Date: 2023.10.06
 08:56:39 -05'00

Board of Trustees

Continuing Education Announcement

Recommendation:

That the Conroe Independent School District Board of Trustees, in accordance with State Board of Education rule and Local Board Policy BBD, cause the minutes to reflect whether each trustee has met the continuing education training requirements as submitted by Carrie Galatas, General Counsel, and as recommended by Dr. Curtis Null, Superintendent of Schools.

Explanation:

By rule, the State Board of Education requires that at the last regular meeting before an election, the board of trustees must announce the name of each board member who has “completed the required continuing education, who has exceed the required continuing education, and who is deficient in meeting the required continuing education” as of the anniversary date of each member’s election to the board. Local Board Policy BBD requires that the announcement be made annually, even in non-trustee election years.

Policy Reference: Legal Board Policy BBD

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Carrie Galatas
General Counsel

Board Member Request to Review and Consider Revisions to Local Board Policies EFA *Instructional Resources – Instructional Materials* and EFB *Instructional Resources – Library Materials*

Recommendation:

At the request of Trustee Nelson, that the Conroe Independent School District Board of Trustees review Local Board Policies EFA *Instructional Resources - Instructional Materials* and EFB *Instructional Resources – Library Materials* and consider revising the District's policies to align with the corresponding Katy ISD policies.

Explanation:

At the September 19, 2023, meeting, Trustee Nelson requested an item on the October Board agenda to review and consider revising Local Board Policies EFA and EFB to align with Katy ISD's policies.

Should the Board choose to revise CISD's current policies EFA and EFB to correspond with the Katy ISD policies or to make only non-substantive changes to the attached Katy ISD policies or the District's current policies, administration will make the necessary revisions and bring the revised policies back to the Board for adoption at its November 14, 2023, meeting.

However, should the Board make substantive changes to either its current policies EFA or EFB, or to the current Katy ISD policies, the District will make the requested changes and bring the policies back to the Board in November for review. If there are no further revisions, the revised policies will be brought back to the Board for adoption at its December 12, 2023, meeting.

Policy Reference: Local Board Policies BAA, BBE, and BE.

Current Katy ISD Local Board Policies EFA
Instructional Resources – Instructional Materials and
EFA Instructional Resources – Library Materials

Note: For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB(LOCAL).

The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent or designee shall ensure that professional staff select instructional materials in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

The following individuals may serve as the superintendent's designee(s):

- Curriculum coordinator(s),
- Instructional officers or specialists,
- Campus instructional personnel, and
- Technology manager(s) of internet and online resources.

Objectives

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

In accordance with state and local standards, classroom libraries are essential interactive collaborative learning environments, ever evolving to provide equal physical and virtual access to ideas, information, and learning tools for the entire school community. Classroom libraries must meet the standards set forth in this policy.

Instructional resources or material which are used as assigned reading as part of "book clubs," whether from classroom libraries or campus libraries, must meet the standards set forth in in this policy.

The District recognizes there is a vast array of material with rich educational content. It is the District's objective to choose material that meets high standards in literary, artistic, and aesthetic qualities, technical aspects, and physical format that is appropriate to students over material that may provide similar content but with el-

**Protection from
Inappropriate
Material**

ements that are pervasively vulgar or educationally unsuitable for minors in school.

Instructional materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2) or "obscene" material as defined by Penal Code 43.21(a)(1) or "sexually explicit material" as defined by Education Code 33.021. In all cases, instructional materials shall be consistent with the requirements outlined in Education Code Chapters 33 and 35.

Penal Code 43.24(a)(2) describes "harmful material" as material whose dominant theme taken as a whole: (1) appeals to the prurient interest of a minor, in sex, nudity, or excretion; (2) is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and (3) is utterly without redeeming social value for minors. It is an offense in Texas to distribute this material in violation of Penal Code 43.24(b). No instructional material shall be used if it contains content that can meet the harmful material standard.

Penal Code 43.21(a)(1) describes "obscene material" that: (A) the average person, applying contemporary community standards, would find that taken as a whole appeals to the prurient interest in sex; (B) depicts or describes: (i) patently offensive representations or descriptions of ultimate sexual acts, normal or perverted, actual or simulated, including sexual intercourse, sodomy, and sexual bestiality; or (ii) patently offensive representations or descriptions of masturbation, excretory functions, sadism, masochism, lewd exhibition of the genitals, the male or female genitals in a state of sexual stimulation or arousal, covered male genitals in a discernibly turgid state or a device designed and marketed as useful primarily for stimulation of the human genital organs; and (C) taken as a whole, lacks serious literary, artistic, political, and scientific value. No instructional material shall be used if it contains content that can meet the obscene material standard.

Education Code 33.021(a) describes "sexually explicit material" as any communication, language, or material, including a written description, illustration, photographic image, video image, or audio file, other than library material directly related to the curriculum required under Section 28.002(a), that describes, depicts, or portrays sexual conduct, as defined by Section 43.25, Penal Code, in a way that is patently offensive, as defined by Section 43.21, Penal Code. No instructional material shall be used if it contains content that can meet the sexually explicit material standard.

Among other items, Education Code 33.021(d)(A) also states that the standards for school library collection development must include a collection development policy that (A) prohibits the posses-

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

sion, acquisition, and purchase of: (i) harmful material, as defined by Section 43.24, Penal Code; (ii) library material rated sexually explicit material by the selling library material vendor; or (iii) library material that is pervasively vulgar or educationally unsuitable as referenced in *Pico v. Board of Education*, 457 U.S. 853 (1982); and (B) recognizes that obscene content is not protected by the First Amendment to the United States Constitution.

Finally, collection development policies must demonstrate a commitment to compliance with the Children's Internet Protection Act (CIPA) as specified in 47 U.S.C. 254(h)(5), including technology protection measures. [See CQ]

Elementary Schools No instructional materials in elementary schools shall contain depictions of sexual acts or simulations of such acts, implied or otherwise. This includes explicit or non-explicit written descriptions, depictions, or illustrations of sexual acts, except for the purposes of teaching students (as may be approved by parents) to avoid and report molestation. See Texas Education Code 33.021. No instructional materials shall include visual depictions or illustrations of explicit frontal nudity.

Selection

Instructional materials that are textbooks and related supplemental materials shall be chosen from the list of resources adopted by the State Board of Education in accordance with Education Code Chapter 28, Subchapter A, administrative regulations and the objectives above.

The Board shall rely on the Superintendent's designee(s) as outlined in this policy to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also Board policy EMB regarding instruction about controversial topics.]

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

5. Promote literacy.
6. Balance cost with need.
7. To the extent possible, while ensuring instruction in the Texas Essential Knowledge and Skills (TEKS), be designed to develop each student's civil knowledge according to Education Code 28.002 (h), (h-1) and (h-2), including:
 - a. An understanding of:
 - (1) The fundamental moral, political, and intellectual foundations of the American experiment in self-government;
 - (2) The history, qualities, traditions, and features of civic engagement in the United States;
 - (3) The structure, function, and processes of government institutions at the federal, state, and local levels; and
 - (4) The founding documents of the United States;
 - b. The ability to:
 - (1) Analyze and determine the reliability of information sources;
 - (2) Formulate and articulate reasoned positions;
 - (3) Understand the manner in which local, state, and federal government works and operates through the use of simulations and models of governmental and democratic processes;
 - (4) Actively listen and engage in civil discourse, including discourse with those with different viewpoints; and
 - (5) Participate as a citizen in a constitutional democracy by voting.
 - c. An appreciation of:
 - (1) The importance and responsibility of participating in civic life;
 - (2) A commitment to the United States and its form of government; and
 - (3) A commitment to free speech and civil discourse.

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

When providing instruction regarding the founding documents of the United States, these shall be presented appropriately for the grade level, and in an objective, neutral, comprehensive, and unbiased manner that respects the entirety of the document. The founding documents of the United States include the Declaration of Independence; the United States Constitution; the Federalist Papers, including the Essays 10 and 51; excerpts from Alexis de Tocqueville's *Democracy in America*; the transcript of the first Lincoln-Douglas debate; the writings of the founding fathers of the United States; Frederick Douglass's speeches "The Meaning of July Fourth for the Negro" and "What the Black Man Wants"; and Martin Luther King Jr.'s speech "I Have a Dream," all taken as a whole.

District professional staff shall avoid classroom assignments which utilize instructional materials that teach prohibited concepts. [See EMB]

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection.

Responsibility for Selection

The oversight for the purchase of all instructional material shall be vested in the Board. Recommendations for new materials and re-orders of existing materials shall be made by District employees as designated by the Superintendent. This individual, with the assistance of other school personnel, shall discharge this obligation consistent with the Board's adopted selection criteria and procedures.

Secondary ELA Classroom Library Authorization

Books are available for secondary students to check out through their English Language Arts (ELA) classroom library. Secondary parents or guardians must provide authorization for their secondary student to access the ELA classroom library. The classroom library authorization form is available on the District's website.

Challenged Resources

A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge an instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use by minor students. No challenged instructional material shall be removed solely because of the ideas expressed therein [*Bd. Of Educ. V. Pico*, 457 U.S. 853 (1982)]. The opinion allows the removal of materials because they are pervasively vulgar or based upon the lack of educational suitability of the material. All decisions for removal shall be made consistent with applicable le-

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

gal requirements including those that require the protection of minors from harmful, obscene, or sexually explicit material. [47 U.S.C. 254(h)(5), Penal Code Chapter 43, and Education Code Chapters 33 and 35]

Informal
Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally within ten business days. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.

Formal
Reconsideration

A complainant shall make any formal challenge to an instructional material by submitting a Reconsideration of Instructional Resource form available on the District's website. Upon receipt of the form, one of five rotating reconsideration committees shall be assigned, and the Board shall be notified. Each committee shall be appointed at the beginning of the school year and shall serve, as needed, throughout the school year.

The reconsideration committee shall include:

- A non-voting committee moderator from the District,
- A District campus principal,
- A District professional knowledgeable about curriculum and instruction, reading materials, or online resources (including websites), as appropriate,
- A District professional campus educator, and
- Four parents of a currently enrolled District student.

The District shall solicit parent committee members at the start of each school year to be randomly drawn and assigned to the rotating committees. Names of the committee members shall remain confidential.

All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material shall continue to be used in the educational program. The complainant shall have 10 minutes to

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

present to the committee and may provide supplemental information. The complainant shall exit after presenting. Within 10 business days of the committee's meeting, the complainant shall receive written notice of the committee's findings and a copy of the report Checklist for Reconsideration of Instructional Resources.

The committee decision shall be based on a simple majority.

The Board, Superintendent, other appropriate administrators, and the complainant shall receive electronic copies of the report. Instructional materials that have been formally challenged and the determination of the reconsideration committee shall be posted on the District's website.

Instructional materials under formal review shall not be removed during the reconsideration process pending the outcome of the decision.

*Frequency of
Review*

After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again within one calendar year of the date of the committee decision.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

Additionally, any two individual Board members, acting in concert, may request the Board to review the final decision of a Reconsideration Committee and present their rationale to the Board. The Board shall vote to whether to uphold, modify or, reject the Reconsideration Committee's decision to either retain, relocate, or remove a material.

The oversight responsibility for the review, inclusion and removal of instructional materials is vested in the Board.

Gifts and Donations

Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

**Maintenance of
Instructional
Materials**

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

**Individual Board
Member Review**

If any Board member questions or desires further information on any instructional material, he or she shall contact the Superintendent.

Board Action

Any two individual Board members, acting in concert, may request the Board to review for removal any instructional material(s) by no-

tifying the Superintendent and the Board President. The Board members shall present their rationale for desiring to remove certain instructional material(s), and the entire Board shall vote to permanently retain, relocate, or remove the instructional material(s).

Note: For information related to the selection of instructional materials, see EF(LEGAL) and EFA.

The District shall provide a wide range of library materials for students and faculty that support student achievement and present varying levels of difficulty, diversity of appeal, and a variety of points of view.

The following individuals may serve as the superintendent's designee(s):

- District library coordinator(s),
- Campus library media specialist(s),
- Curriculum coordinator(s), and
- Technology manager(s) of internet and online resources.

Although the Superintendent or designee shall ensure that librarians and other designated professional staff select library materials in accordance with District policy and administrative regulations, the ultimate authority for reviewing and removing library materials lies with the Board.

Objectives

In this policy, "library materials" may include printed and electronic library acquisitions and other ancillary or supplementary materials maintained in a campus library. In accordance with state and local guidelines, library collections should enrich and support the state and local curriculum. Collections should also provide materials of high interest to encourage student reading and learning for pleasure.

Library materials may be used to enhance the instructional program, for formal or informal teaching and learning purposes, and for voluntary inquiry or self-selected reading.

In accordance with state and local standards, school libraries are essential interactive collaborative learning environments, ever evolving to provide equal physical and virtual access to ideas, information, and learning tools for the entire school community.

The District recognizes there is a vast array of material with rich educational content. It is the District's objective to choose material that meets high standards in literary, artistic, and aesthetic qualities, technical aspects, and physical format that is appropriate to students over material that may provide similar content but with elements that are pervasively vulgar or educationally unsuitable for minors in school.

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Protection from
Inappropriate
Material

Library materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2) or "obscene" material as defined by Penal Code 43.21(a)(1) or "sexually explicit material" as defined by Education Code 33.021. In all cases, library materials shall be consistent with the requirements outlined in Education Code Chapters 33 and 35.

Penal Code 43.24(a)(2) describes "harmful material" as material whose dominant theme taken as a whole: (1) appeals to the prurient interest of a minor, in sex, nudity, or excretion; (2) is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and (3) is utterly without redeeming social value for minors. It is an offense in Texas to distribute this material in violation of Penal Code 43.24(b). No library material shall be used if it contains content that can meet the harmful material standard.

Penal Code 43.21(a)(1) describes "obscene material" that: (A) the average person, applying contemporary community standards, would find that taken as a whole appeals to the prurient interest in sex; (B) depicts or describes: (i) patently offensive representations or descriptions of ultimate sexual acts, normal or perverted, actual or simulated, including sexual intercourse, sodomy, and sexual bestiality; or (ii) patently offensive representations or descriptions of masturbation, excretory functions, sadism, masochism, lewd exhibition of the genitals, the male or female genitals in a state of sexual stimulation or arousal, covered male genitals in a discernibly turgid state or a device designed and marketed as useful primarily for stimulation of the human genital organs; and (C) taken as a whole, lacks serious literary, artistic, political, and scientific value. No library material shall be used if it contains content that can meet the obscene material standard.

Education Code 33.021(a) describes "sexually explicit material" as any communication, language, or material, including a written description, illustration, photographic image, video image, or audio file, other than library material directly related to the curriculum required under Section 28.002(a), that describes, depicts, or portrays sexual conduct, as defined by Section 43.25, Penal Code, in a way that is patently offensive, as defined by Section 43.21, Penal Code. No library material shall be used if it contains content that can meet the sexually explicit material standard.

Among other items, Education Code 33.021(d)(A) also states that the standards for school library collection development must include a collection development policy that (A) prohibits the possession, acquisition, and purchase of: (i) harmful material, as defined by Section 43.24, Penal Code; (ii) library material rated sexually

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

explicit material by the selling library material vendor; or (iii) library material that is pervasively vulgar or educationally unsuitable as referenced in *Pico v. Board of Education*, 457 U.S. 853 (1982); and (B) recognizes that obscene content is not protected by the First Amendment to the United States Constitution.

Finally, collection development policies must demonstrate a commitment to compliance with the Children's Internet Protection Act (CIPA) as specified in 47 U.S.C. 254(h)(5), including technology protection measures. [See CQ]

Elementary Schools No materials in elementary school libraries shall contain depictions of sexual acts or simulations of such acts, implied or otherwise. This includes explicit or non-explicit written descriptions, depictions, or illustrations of sexual acts, except for the purposes of teaching students (as may be approved by parents) to avoid and report molestation. See Texas Education Code 33.021. No materials in elementary school libraries shall include visual depictions or illustrations of explicit frontal nudity.

Selection

Library materials shall be chosen in accordance with guidelines adopted by the Texas State Library and Archives Commission, as required by law. In the selection of library materials, librarians and other professional staff shall ensure that the materials:

1. Enrich and support the curriculum, taking into consideration students' varied interests, abilities, learning styles, and maturity levels.
2. Stimulate growth in factual knowledge, enjoyment of reading, literary appreciation, aesthetic values, and societal standards.
3. Develop a balanced collection presenting multiple viewpoints related to controversial issues to foster critical thinking skills and encourage discussion based on rational analysis [see EMB regarding instruction about controversial issues].
4. Be appropriate for the subject area and for the age, intellectual development, and ability level of the students for whom the materials are selected.
5. Represent many ethnic, religious, and cultural groups and their contributions to the national heritage and world community.
6. Demonstrate literary merit, quality, value, and significance.
7. For non-fiction resources, include accurate and authentic factual content from authoritative sources.
8. Balance cost with need.

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Review sites can be used to assist in the selection of materials, but such review site's conclusions as to the appropriateness of the material shall not be deemed conclusive.

Responsibility for Selection

The oversight for the purchase of all library materials shall be vested in the Board. Recommendations for new materials and re-orders of existing materials shall be made by District-level library supervisor or similar administrator designated by the Superintendent. This individual, with the assistance of other school personnel, shall discharge this obligation consistent with the Board's adopted selection criteria and procedures.

Parental Involvement

The District recognizes that parents hold an essential role in the education of their children and have the right to guide what their children read as set forth in Education Code Chapter 26. While librarians are trained in selecting materials in accordance with Board policy and the outlined selection criteria and may provide guidance to students in selecting texts, the ultimate determination of appropriateness lies with the parent.

The District shall focus on maximizing transparency with parents and community members while meeting student needs and providing enrichment opportunities with library materials. Parental involvement in library acquisition, maintenance, and campus activities is encouraged.

To support transparency and access for the school community, the District shall establish means for parents and the public to review holdings, including information about titles and how materials are assessed.

The District shall post on the website a list of recommended library materials for purchase that are not currently in circulation. This list shall be available for public comment for 30 days prior to the purchase. The list shall be in a user-friendly format that is easily searchable by the public.

Parents are encouraged to communicate with the campus librarian and their child's teacher about special considerations regarding library materials self-selected by their student. In accordance with state law and administrative regulations, parents may select alternative library materials for their student. [For information on parental rights regarding instructional materials and other instructional resources see EF(LEGAL).]

Parent Request for Library Restriction

Parents may choose to restrict their student from accessing classroom or library books by submitting the electronic form available on the District website.

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Library Book Notifications	The District shall email all parents/guardians on file each time the student checks out a library book. A parent/guardian may opt out of the library notifications.
Secondary Ela Classroom Library Authorization	Books are available for secondary students to check out through their English Language Arts (ELA) classroom library. Secondary parents or guardians must provide authorization for their secondary student to access ELA classroom library. The classroom library authorization form is available on the District's website.
Acquisition Procedure	<p>The District-level library supervisor or designated administrator shall select material based on this policy. Recommendations for library acquisitions shall involve administrators, teachers, other District personnel, parents, and community representatives, as appropriate.</p> <p>Selection of materials is an ongoing process that includes the removal of collections deemed by the Board to be no longer appropriate and the periodic replacement or repair of materials still of educational value.</p> <p>School library materials orders shall be approved by the District level library supervisor or designee, for both orders at the District and campus level.</p> <p>When acquiring new library material content not previously acquired, the District-level librarian or designee shall submit a new library material order list to the Superintendent. The Board shall be provided the list at least thirty days prior to acquisition.</p>
Individual Board Member Review	If any Board member questions or desires further information on any title or author on the new library material order list, he or she shall contact the Superintendent.
Board Action	Prior to the end of the thirty-day period, any two individual Board members, acting in concert, may request the Board to review for removal any material on the new library material order list by notifying the Superintendent and the Board President. The purchase of such material(s) identified shall be placed on hold. The Board members shall present their rationale for desiring to remove certain material(s) from the list, and the entire Board shall vote whether to permanently remove the material(s) from the new library material order list.
Digital Content	The selection and acquisition of the digital library collection shall follow the same policies and procedures as the physical library collection. The District shall ensure that the method by which students access the digital library will allow students only to access age/grade-appropriate content. The curator shall apply access lev-

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

els by consulting the peer-reviewed recommended age group, District librarians, and educators. Access levels shall be applied as:

Recommended Ages	Grade Span	Content Access Level
4-10	Prekindergarden-5	Juvenile
11-13	6-8	Middle School
14+	9-12	High School
Adult	9-12	High School

Challenged Resources

A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge a library material maintained in the District's library program on the basis that the library material fails to meet the standards set forth in this policy.

The major criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use by minor students. No challenged library material shall be removed solely because of the ideas expressed therein [*Bd. Of Educ. V. Pico*, 457 U.S. 853 (1982)]. The opinion allows the removal of materials because they are pervasively vulgar or based upon the lack of educational suitability of the material. All decisions for removal shall be made consistent with applicable legal requirements including those that require the protection of minors from harmful, obscene, or sexually explicit material. [47 U.S.C. 254(h)(5), Penal Code Chapter 43, and Education Code Chapters 33 and 35]

**Informal
Reconsideration**

When the District or a campus receives an objection to the appropriateness of a library material, the appropriate librarian or administrator shall try to resolve the matter informally within ten business days. The librarian or administrator shall explain the selection process and discuss the intended purpose for the library material. If appropriate, the librarian or administrator may offer a concerned parent an alternative library material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the library material.

**Formal
Reconsideration**

A complainant shall make any formal challenge to a library material resource by submitting a Reconsideration of Instructional Resource form available on the District's website. Upon receipt of the form, one of five rotating reconsideration committees shall be assigned

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

and the Board shall be notified. Each committee shall be appointed at the beginning of the school year and shall serve, as needed, throughout the school year.

The reconsideration committee shall include:

- A non-voting committee moderator from the District,
- A District campus principal,
- A District professional knowledgeable about curriculum and instruction, reading materials, or online resources (including websites), as appropriate,
- A District professional campus educator, and
- Four parents of a currently enrolled District student.

The District shall solicit parent committee members at the start of each school year to be randomly drawn and assigned to the rotating committees. Names of the committee members shall remain confidential.

All members of the committee shall review the challenged library material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material shall continue to be used in the educational program. The complainant shall have ten minutes to present to the committee and may provide supplemental information. The complainant shall exit after presenting. Within 10 business days of the committee's meeting, the complainant shall receive written notice of the committee's findings and a copy of the report Checklist for Reconsideration of Instructional Resources Library Materials.

The committee decision shall be based on a simple majority.

The Board, Superintendent, other appropriate administrators, and the complainant shall receive electronic copies of the report. Library materials that have been formally challenged and the determination of the reconsideration committee shall be posted on the District's website.

Library materials under formal review shall not be removed during the reconsideration process pending the outcome of the decision.

*Frequency of
Review*

After a library material has been reviewed through formal reconsideration, it shall not be reviewed again within one calendar year of the date of the committee decision. [See Maintenance of Library Materials, below.]

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Appeal	<p>The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]</p> <p>Additionally, any two individual Board members, acting in concert, may request the Board to review the final decision of a Reconsideration Committee and present their rationale to the Board. The Board shall vote whether to uphold, modify, or reject the Reconsideration Committee's decision to either retain, relocate, or remove a material.</p> <p>The oversight responsibility for the review, inclusion, and removal of library materials is vested in the Board.</p>
Gifts and Donations	<p>The District shall accept gifts and donations to a campus library with the understanding that the use and disposition of the materials and monies shall be in accordance with District policy and the selection criteria noted above. [See CDC]</p>
Maintenance of Library Materials	<p>In accordance with state and local guidelines, collections shall be evaluated and updated regularly based on the collections' age, relevance, and variety. The Superintendent shall ensure administrative procedures are established for regular maintenance of the library collection on each campus. Standard maintenance procedures for any library collection include repair, replacement, and removal of materials as necessary. Regular maintenance shall also include scheduled inventories of the collection. Disposal of any District-owned library materials shall be in accordance with District policy and procedures. [See CI]</p>
Individual Board Member Review	<p>If any Board member questions or desires further information on any library material, the Board member shall contact the Superintendent.</p>
Board Action	<p>Any two individual Board members, acting in concert, may request the Board to review for removal any library material(s) by notifying the Superintendent and the Board President. The Board members shall present their rationale for desiring to remove certain library material(s), and the entire Board shall vote to permanently retain, relocate, or remove the library material(s).</p>

Recommended Non-Substantive Changes to Katy
ISD Local Board Policies EFA *Instructional Resources*
– *Instructional Materials* and EFB *Instructional*
Resources – Library Materials

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

Note: For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB(LOCAL).

The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. ~~Although the Superintendent or designee shall ensure that professional staff select instructional materials in accordance with District policy and administrative procedures, regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.~~

~~The following individuals may serve as the superintendent's designee(s):~~

- ~~• Curriculum coordinator(s);~~
- ~~• Instructional officers or specialists;~~
- ~~• Campus instructional personnel; and~~
- ~~• Technology manager(s) of Internet and online resources.~~

Objectives

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials ~~is~~ are to implement, enrich, and support the District's educational program.

~~In accordance with state and local standards, classroom collection-libraries are essential interactive collaborative learning environments, ever evolving to provide equal physical and virtual access to ideas, information, and learning tools for students, the entire school community. Classroom collections-libraries must meet the standards set forth in this policy.~~

~~Instructional resources or materials that~~ which are used as assigned reading as part of "book clubs," whether from classroom ~~collections-libraries~~ or campus libraries, must meet the standards set forth in in this policy.

The ~~Board~~District recognizes there is a vast array of instructional materials with rich educational content. It is the ~~Board~~District's objective to choose instructional materials that meets high standards

DATE ISSUED: XXXXX10/5/2023
LDU XXXX2023-03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXX

1 of 9

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INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

Protection from
Inappropriate
Material

in literary, artistic, and aesthetic qualities, technical aspects, and physical formats that are appropriate for students and do not contain over material that may provide similar content but with elements that is are pervasively vulgar or educationally unsuitable for students minors in the schoolschool setting.

Instructional materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2), or "obscene" material as defined by Penal Code 43.21(a)(1), or "sexually explicit material" as defined by Education Code 33.021. In all cases, instructional materials shall be consistent with the requirements set out outlined in Education Code Chapters 33 and 35.

Penal Code 43.24(a)(2) definescribes "harmful material" as material whose dominant theme taken as a whole: (1) appeals to the prurient interest of a minor, in sex, nudity, or excretion; (2) is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and (3) is utterly without redeeming social value for minors. It is an offense in Texas to distribute this materialsuch material in violation of Penal Code 43.24(b). No instructional material shall be used if it contains content that can meet the harmful material standard.

Penal Code 43.21(a)(1) describes "obscene material" as material that: (A) the average person, applying contemporary community standards, would find that taken as a whole appeals to the prurient interest in sex; (B) depicts or describes: (i) patently offensive representations or descriptions of ultimate sexual acts, normal or perverted, actual or simulated, including sexual intercourse, sodomy, and sexual bestiality; or (ii) patently offensive representations or descriptions of masturbation, excretory functions, sadism, masochism, lewd exhibition of the genitals, the male or female genitals in a state of sexual stimulation or arousal, covered male genitals in a discernibly turgid state or a device designed and marketed as useful primarily for stimulation of the human genital organs; and (C) taken as a whole, lacks serious literary, artistic, political, and scientific value. No instructional material shall be used if it contains content that can meet the obscene material standard.

Education Code 33.021(a) definescribes "sexually explicit material" as any communication, language, or material, including a written description, illustration, photographic image, video image, or audio file, other than library material directly related to the curriculum required under Education Code Section 28.002(a), that describes, depicts, or portrays sexual conduct, as defined by Penal Code Section 43.25, Penal Code, in a way that is patently offen-

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DATE ISSUED: XXXXX10/5/2023
LDU XXXX2023-03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXXX

2 of 9

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

sive, as defined by Penal Code Section 43.21, Penal Code. No instructional material shall be used if it contains content that can meet the sexually explicit material standard.

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No instructional material possessed, purchased, or acquired by the District shall be:

(1) Among other items, Education Code 33.021(d)(A) also states that the standards for school library collection development must include a collection development policy that (A) prohibits the possession, acquisition, and purchase of: (i) "harmful material", as defined by Section Penal Code Section 43.24, Penal Code (2)(A-C);

(2) (ii) library material rated "sexually explicit material" by the selling library material vendor; or

(3) (iii) library material that is pervasively vulgar or educationally unsuitable as referenced in *Pico v. Board of Education*, 457 U.S. 853 (1982); or and (B)

(4) contains recognizes that obscene content is not protected by the First Amendment to the United States Constitution.

Instructional materials Finally, collection development policies must comply demonstrate a commitment to compliance with the Children's Internet Protection Act (CIPA) as specified in 47 U.S.C. 254(h)(5), including technology protection measures. [See CQ]

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Elementary and
Intermediate
Schools

No instructional materials in elementary and intermediate schools shall contain depictions of sexual acts or simulations of such acts, implied or otherwise. This includes explicit or non-explicit written descriptions, depictions, or illustrations of sexual acts, or visual depictions or illustrations of explicit frontal nudity, except for the purposes of providing instruction required by Education Code Section 28.002 or with parent consent instruction required by Education Code Section 28.004(c)(8) related to the prevention of child abuse, family violence, dating violence, and sex trafficking. teaching students (as may be approved by parents) to avoid and report molestation. See Texas Education Code 33.021. No instructional materials shall include visual depictions or illustrations of explicit frontal nudity.

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Selection

Instructional materials that are textbooks and related supplemental materials shall be chosen from the list of resources adopted by the State Board of Education in accordance with Education Code Chapter 28, Subchapter A, administrative regulations procedures, and the objectives this policy above.

The Board shall rely on the Superintendent's designee(s) as outlined in this policy to select and acquire instructional materials that:

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DATE ISSUED: XXXXX 10/5/2023
LDU XXXX 2023-03
EFA(LOCAL)-X

Adopted:
9/25/2023 XXXXXXX

3 of 9

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also Board policy EMB regarding instruction about controversial topics.]
5. Promote literacy.
6. Balance cost with need.
7. To the extent possible, while ensuring instruction in the Texas Essential Knowledge and Skills (TEKS), be designed to develop each student's civic knowledge according to Education Code 28.002 (h), (h-1) and (h-2), including:
 - a. An understanding of:
 - (1) The fundamental moral, political, and intellectual foundations of the American experiment in self-government;
 - (2) The history, qualities, traditions, and features of civic engagement in the United States;
 - (3) The structure, function, and processes of government institutions at the federal, state, and local levels; and
 - (4) The founding documents of the United States;
 - b. The ability to:
 - (1) Analyze and determine the reliability of information sources;
 - (2) Formulate and articulate reasoned positions;
 - (3) Understand the manner in which local, state, and federal government works and operates through

DATE ISSUED: XXXXXX10/5/2023
LDU XXXX2023.03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXXX

4 of 9

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INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

the use of simulations and models of governmental and democratic processes;

- (4) Actively listen and engage in civil discourse, including discourse with those with different viewpoints; and
- (5) Participate as a citizen in a constitutional democracy by voting.

c. An appreciation of:

- (1) The importance and responsibility of participating in civic life;
- (2) A commitment to the United States and its form of government; and
- (3) A commitment to free speech and civil discourse.

When providing instruction regarding the founding documents of the United States, these shall be presented appropriately for the grade level, and in an objective, neutral, comprehensive, and unbiased manner that respects the entirety of the document. The founding documents of the United States include the Declaration of Independence; the United States Constitution; the Federalist Papers, including the Essays 10 and 51; excerpts from Alexis de Tocqueville's Democracy in America; the transcript of the first Lincoln-Douglas debate; the writings of the founding fathers of the United States; Frederick Douglass's speeches "The Meaning of July Fourth for the Negro" and "What the Black Man Wants"; and Martin Luther King Jr.'s speech "I Have a Dream," all taken as a whole.

District professional staff shall avoid classroom assignments which utilize instructional materials that teach prohibited concepts. [See EMB]

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection.

Responsibility for
Selection

The oversight for the purchase of all instructional material shall be vested in the Board. Recommendations for new instructional materials and reorders of existing instructional materials shall be made by District employees as designated by the Superintendent. This individual, with the assistance of other school personnel, shall discharge this obligation consistent with this policy. Board's adopted selection criteria and procedures.

DATE ISSUED: XXXXX10/5/2023
LDU XXXX2023-03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXX

5 of 9

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INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

Secondary ELA
Classroom
Collection Library
Authorization

Books are available for secondary students to check out through their English Language Arts (ELA) classroom collections library. Secondary parents or guardians must provide written permission authorization for their secondary student to access the ELA classroom collections library. The classroom collection library authorization form is available on the District's website.

Challenged
Resources

A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge an instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use by minor students. No challenged instructional material shall be removed solely because of the ideas expressed therein. [*Bd. Of Educ. V. Pico*, 457 U.S. 853 (1982)]. The opinion allows the removal of materials because they are pervasively vulgar or based upon the lack of educational suitability of the material. All decisions for removal shall be made consistent with applicable legal requirements including those that require the protection of minors from harmful, obscene, or sexually explicit material. [47 U.S.C. 254(h)(5), Penal Code Chapter 43, and Education Code Chapters 33 and 35]

Informal
Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally within ten business days. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged instructional material.

If the parent or other person complainant wishes to make a formal challenge, the administrator shall provide the complainant information about the formal reconsideration process by either providing a copy of this policy and a form to request a formal reconsideration form of the instructional material or directing the person to where the information is located on the District's website.

Formal
Reconsideration

A complainant shall make any formal challenge to an instructional material by submitting a Reconsideration of Instructional Resource form available on the District's website. Upon receipt of the form, a one of five rotating reconsideration committees shall be assigned, and the Board shall be notified. Each committee shall be appointed at the beginning of the school year and shall serve, as needed, throughout the school year.

DATE ISSUED: XXXXXX10/5/2023
LDU XXXX2023-03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXX

6 of 9

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The reconsideration committee shall include:

- A non-voting committee moderator from the District,
- A District-campus administrator/principal,
- A District-level District professional staff member with knowledge about the District's curriculum and instruction, reading materials, or online resources (including websites), as appropriate,
- A District professional-campus educator, and
- Four parents of a currently enrolled District students.

The District shall solicit parent committee members throughout the at the start of each school year to be randomly drawn and assigned to the rotating committees. Parent committee members will be randomly selected and their names of the committee members shall remain confidential.

All members of the reconsideration committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged instructional material conforms to the principles of selection set out in this policy and whether the challenged instructional material shall continue to be used in the educational program.

At the reconsideration committee meeting, the complainant shall have ten(10) minutes to present to the committee and may provide supplemental information. The complainant shall exit the meeting after his or her presentation.

Within ten(10) business days of the reconsideration committee's meeting, the complainant shall be sent/receive written notice of the committee's findings and a copy of the completed report-Checklist for Reconsideration of Instructional Resources.

The committee decision of the reconsideration committee is shall be based on a simple majority.

The Board, Superintendent, other appropriate administrators, and the complainant shall receive electronic copies of the completed Checklist for Reconsideration of Instructional Resources report. Instructional materials that have been formally challenged and the determination of the reconsideration committee shall be posted on the District's website.

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

	Instructional materials under formal review shall not be removed during the reconsideration process, pending the outcome of the decision.
Frequency of Review	After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again within one calendar year of the date of the <u>reconsideration</u> committee decision.
Appeal	The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]
	<u>In accordance with Board Policy BE (Local), a</u> Additionally, any two individual Board members, acting in concert, may request an agenda item for the Board's next regular meeting agenda to review the final decision of <u>thea r</u> Reconsideration cCommittee by notifying the Superintendent and the Board President.
	<u>At the Board meeting, the Board member who requested the agenda item shall present his or her rationale for requesting a review of the reconsideration committee's decision. The Board may vote whether to uphold, modify, or reject the reconsideration committee's decision, and present their rationale to the Board. The Board shall vote to whether to uphold, modify or, reject the Reconsideration Committee's decision to either retain, relocate, or remove a material.</u>
	The oversight responsibility for the review, inclusion and removal of instructional materials is vested in the Board.
Gifts and Donations	Gifts of instructional materials shall be evaluated <u>in accordance with this policy and Board Policy</u> according to these criteria and accepted or rejected in accordance with CDC(LOCAL).
Maintenance of Instructional Materials	Selection of instructional materials is an ongoing process that includes the removal of instructional materials materials that are no longer appropriate and the periodic replacement or repair of <u>in-</u> structional materials that still have educational value.
Individual Board Member Review	If any Board member questions or desires further information on any instructional material, he or she shall contact the Superintendent.
Board Action	<u>In accordance with Board Policy BE (Local), a</u> Any two individual Board members, acting in concert, may request an agenda item <u>the Board for</u> the Board's next regular meeting agenda to review <u>an instructional material</u> for removal any instructional material(s), by notifying the Superintendent and the Board President.

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INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

At the Board meeting, the Board member who requested the agenda item shall present his or her rationale for requesting to remove the instructional material(s). The Board members shall present their rationale for requesting to remove the instructional material(s). The entire Board shall vote to permanently retain, relocate, or remove the instructional material(s).

Draft 10-12-23

DATE ISSUED: XXXXX10/5/2023
LDU XXXX2023.03
EFA(LOCAL)-X

Adopted:
9/25/2023XXXXXX

9 of 9

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INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Note: For information related to the selection of instructional materials, see EF(LEGAL) and EFA.

The District shall provide a wide range of library materials for students and faculty that support student achievement and present varying levels of difficulty, diversity of appeal, and a variety of points of view.

The following individuals may serve as the superintendent's designee(s):

- District library coordinator(s);
- Campus library media specialist(s);
- Curriculum coordinator(s); and
- Technology manager(s) of internet and online resources.

Although the Superintendent or designee shall ensure that librarians and other designated professional staff select library materials in accordance with District policy and administrative procedures/regulations, the ultimate authority for reviewing and removing library materials lies with the Board.

Objectives

In this policy, "library materials" may include printed and electronic library acquisitions and other ancillary or supplementary materials maintained in a campus library that, in accordance with state and local guidelines, library collections should enrich and support the state and local curriculum. Library materials. Collections should be of also provide materials of high interest to encourage student reading and learning for pleasure.

Library materials may be used to enhance the instructional program, for formal or informal teaching and learning purposes, and for voluntary inquiry or self-selected reading.

In accordance with state and local standards, school libraries are essential interactive collaborative learning environments, ever evolving to provide equal physical and virtual access to ideas, information, and learning tools for the entire school community.

The Board/District recognizes there is a vast array of library materials with rich educational content. It is the Board/District's objective to choose library materials that meets high academic and educational standards in all areas but that do not include materials that are literary, artistic, and aesthetic qualities, technical aspects, and physical format that is appropriate to students over material that may provide similar content but with elements that are pervasively

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

1 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Protection from
Inappropriate
Material

vulgar or educationally unsuitable for students minors in the school setting.

Library materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2), or "obscene" material as defined by Penal Code 43.21(a)(1), or "sexually explicit material" as defined by Education Code 33.021. ~~In all cases, library materials shall be consistent with the requirements set out outlined in Education Code Chapters 33 and 35.~~

Penal Code 43.24(a)(2) defines "harmful material" as material whose dominant theme taken as a whole: (1) appeals to the prurient interest of a minor, in sex, nudity, or excretion; (2) is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and (3) is utterly without redeeming social value for minors. It is an offense in Texas to distribute such this material in violation of Penal Code 43.24(b). ~~No library material shall be used if it contains content that can meet the harmful material standard.~~

Penal Code 43.21(a)(1) defines "obscene material" as material that: (A) the average person, applying contemporary community standards, would find that taken as a whole appeals to the prurient interest in sex; (B) depicts or describes: (i) patently offensive representations or descriptions of ultimate sexual acts, normal or perverted, actual or simulated, including sexual intercourse, sodomy, and sexual bestiality, or (ii) patently offensive representations or descriptions of masturbation, excretory functions, sadism, masochism, lewd exhibition of the genitals, the male or female genitals in a state of sexual stimulation or arousal, covered male genitals in a discernibly turgid state or a device designed and marketed as useful primarily for stimulation of the human genital organs; and (C) taken as a whole, lacks serious literary, artistic, political, and scientific value. ~~No library material shall be used if it contains content that can meet the obscene material standard.~~

Education Code 33.021(a) describes "sexually explicit material" as any communication, language, or material, including a written description, illustration, photographic image, video image, or audio file, other than library material directly related to the curriculum required under Section 28.002(a), that describes, depicts, or portrays sexual conduct, as defined by Penal Code Section 43.25, Penal Code, in a way that is patently offensive, as defined by Penal Code Section 43.21, Penal Code. ~~No library material shall be used if it contains content that can meet the sexually explicit material standard.~~

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

2 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

~~No library collection shall~~ Among other items, Education Code 33.021(d)(A) also states that the standards for school library collection development must include material, through a collection development policy that (A) prohibits the possession, acquisition, and purchase of that:

- (i) ~~Is (i)~~ harmful material, as defined by Penal Code Section 43.24(2)(A-C); Penal Code;
- (ii) ~~(ii)~~ library material rated "sexually explicit material" by ~~at~~ the selling library material vendor; or
- (iii) ~~(iii)~~ library material that is pervasively vulgar or educationally unsuitable as referenced in *Pico v. Board of Education*, 457 U.S. 853 (1982); or
- (iv) ~~contains and (B) recognizes that obscene content is not protected by the First Amendment to the United States Constitution.~~

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~~Finally, collection development policies must demonstrate a commitment to compliance with the Children's Internet Protection Act (CIPA) as specified in 47 U.S.C. 254(h)(5), including technology protection measures. [See CQ]~~

Elementary/Intermediate Schools

~~No elementary and intermediate school libraries shall not materials in elementary school libraries shall contain library materials with depictions of sexual acts or simulations of such acts, implied or otherwise, including. This includes explicit or non-explicit written descriptions, depictions, or illustrations of sexual acts, or visual depictions or illustrations of frontal nudity except for the purposes of providing instruction required by Education Code Section 28.002 or with parent consent required by Education Code Section 28.004(c)(8) related to the prevention of child abuse, family violence, dating violence, and sex trafficking, teaching students (as may be approved by parents) to avoid and report molestation. See Texas Education Code 33.021. No materials in elementary school libraries shall include visual depictions or illustrations of explicit frontal nudity.~~

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Selection

Library materials shall be chosen in accordance with guidelines adopted by the Texas State Library and Archives Commission, as required by law. In the selection of library materials, librarians and other professional staff shall ensure that the library materials;

1. Enrich and support the curriculum, taking into consideration students' varied interests, abilities, learning styles, and maturity levels.

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DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

3 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

2. Stimulate growth in factual knowledge, enjoyment of reading, literary appreciation, aesthetic values, and societal standards.
3. Develop a balanced collection presenting multiple viewpoints related to controversial issues to foster critical thinking skills and encourage discussion based on rational analysis [see EMB regarding instruction about controversial issues].
4. Be appropriate for the subject area and for the age, intellectual development, and ability level of the students for whom the materials are selected.
5. Represent many ethnic, religious, and cultural groups and their contributions to the national heritage and world community.
6. Demonstrate literary merit, quality, value, and significance.
7. For non-fiction resources, include accurate and authentic factual content from authoritative sources.
8. Balance cost with need.

~~While professional reviews~~ Review sites can be used to assist in the selection of library materials, ~~but their~~ such review site's conclusions as to the appropriateness of ~~any the library~~ material shall not be deemed conclusive.

Responsibility for
Selection

The oversight for the purchase of all library materials ~~is~~ shall be vested in the Board. Recommendations for the purchase of all ~~new library~~ materials and reorders of existing materials shall be made by ~~the Coordinator for Library Services~~ District-level library supervisor or ~~other similar~~ administrator designated by the Superintendent and must be consistent with this policy. This individual, ~~with the assistance of other school personnel, shall discharge this obligation consistent with the Board's adopted selection criteria and procedures.~~

Parental Involvement

The District recognizes that parents hold an essential role in the education of their children and have the right to guide what their children read as set forth in Education Code Chapter 26. While librarians are trained in selecting materials in accordance with Board policy ~~and the outlined selection criteria~~ and may provide guidance to students in selecting ~~library material~~ texts, the ultimate determination of appropriateness lies with the parent.

The District shall focus on maximizing the involvement of and transparency with parents and community members while meeting the educational needs of students by making access to its library catalogs available on its website. ~~needs and providing enrichment~~

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

4 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

	<p>opportunities with library materials. Parental involvement in library acquisition, maintenance, and campus activities is encouraged.</p> <p>To support transparency and access for the school community, the District shall establish means for parents and the public to review holdings, including information about titles and how materials are assessed.</p> <p>The District shall post on itsthe website a <u>searchable</u> list of recommended library materials recommended for purchase that are not currently <u>included in a library collection</u> circulation. This list shall be available for public comment for <u>thirty</u>30 days prior to the purchase of the library materials. The list shall be in a user-friendly format that is easily searchable by the public.</p> <p>Parents are encouraged to communicate with the campus librarian and their child's teacher <u>any information</u>bout special considerations regarding their student's self-selection of library materials self-selected by their student. In accordance with state law and administrative regulation, <u>Any parent</u> ations, parents may <u>can</u> select an alternative library materials for their student. [For information on parental rights regarding instructional materials and other instructional resources see EF(LEGAL).]</p>
Parent Request for Library Restriction	Parents may choose to restrict their student from accessing <u>library materials</u> classroom or library books by submitting the electronic form available on the District's <u>Library Services</u> webpage site.
Library Book Notifications	The District shall email all parents/guardians on file each time their student checks out a library materials book. A <u>pA</u> parent/guardian may opt out of <u>receiving these</u> library notifications.
Secondary-ElA Classroom Library Authorization	<u>Books are available for secondary students to check out through their English Language Arts (ELA) classroom library. Secondary parents or guardians must provide authorization for their secondary student to access ELA classroom library. The classroom library authorization form is available on the District's website.</u>
Acquisition Procedure	<p>The District-level library supervisor or designated administrator shall select material based on this policy <u>Orders for the purchase of School library materials orders shall be approved by the Coordinator of Library Services in compliance with this policy. District level library supervisor or designee, for both orders at the District and campus level.</u></p> <p><u>The Coordinator for Library Services shall submit all new library material orders to the Superintendent to provide to the Board at least thirty days prior to placing the order. Any Board member with questions regarding the order shall contact the Superintendent.</u></p>

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DATE ISSUED: 10/5/2023
LDU 2023.03
EFB(LOCAL)-X

Adopted:
9/25/2023

5 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

	<p>Recommendations for library acquisitions shall involve administrators, teachers, other District personnel, parents, and community representatives, as appropriate.</p> <p>Selection of materials is an ongoing process that includes the removal of collections deemed by the Board to be no longer appropriate and the periodic replacement or repair of materials still of educational value.</p> <p>School library materials orders shall be approved by the District level library supervisor or designee, for both orders at the District and campus level.</p> <p>When acquiring new library material content not previously acquired, the District level librarian or designee shall submit a new library material order list to the Superintendent. The Board shall be provided the list at least thirty days prior to acquisition.</p>
Individual Board Member Review	<p>If any Board member questions or desires further information on any title or author on the new library material order list, he or she shall contact the Superintendent.</p>
Board Action	<p>Prior to the end of the thirty-day period, <u>in accordance with Board Policy BF</u>, any two individual Board members, acting in concert, may request <u>an agenda item for the Board's next regular meeting</u> <u>agenda</u> to review <u>any library materials</u> for removal from the order; any material on the new library material order list by notifying the Superintendent and the Board President. <u>When such a request is made, the purchase of the library such material subject to Board review(s) identified shall be placed on hold.</u></p> <p><u>At the Board meeting, the Board member who requested the agenda item shall present his or her rationale for objecting to the purchase of the library material, desiring to remove certain material(s) from the list, and the entire Board shall vote whether to permanently remove the library material(s) from the new library material order list.</u></p>
Digital Content	<p>The selection and acquisition of the digital library <u>materials</u> collection shall follow the same <u>selection process as all other library materials</u>, policies and procedures as the physical library collection.</p> <p>The District shall ensure that the method by which students <u>have access to the digital library materials</u> will allow students only to access appropriate to their age and /grade, appropriate content. The <u>Coordinator of Library Services</u> <u>curator</u> shall <u>see that all digital library materials comply with the following: apply access levels by consulting the peer-reviewed recommended age group, District librarians, and educators. Access levels shall be applied as:</u></p>

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

6 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Recommended Ages	Grade Span	Content Access Level
4-10	Prekindergarten-6	Elementary/Intermediate/Juvenile
11-13	7-8	Junior High/Middle School
14+	9-12	High School
Adult	9-12	High School

Challenged Resources

A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge a library material maintained in the District's library program on the basis that the library material fails to meet the standards set forth in this policy.

The major criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use by minor students. No challenged library material shall be removed solely because of the ideas expressed therein. [*Bd. Of Educ. V. Pico*, 457 U.S. 853 (1982)]. The opinion allows the removal of materials because they are pervasively vulgar or based upon the lack of educational suitability of the material. All decisions for removal shall be made consistent with applicable legal requirements including those that require the protection of minors from harmful, obscene, or sexually explicit material. [47 U.S.C. 254(h)(5), Penal Code Chapter 43, and Education Code Chapters 33 and 35]

Informal Reconsideration

When the District or a campus receives an objection to the appropriateness of a library material, the appropriate librarian or administrator shall try to resolve the matter informally within ten business days. The librarian or administrator shall explain the selection process and discuss the intended purpose for the library material. If appropriate, the librarian or administrator may offer a concerned parent an alternative library material to be used by the concerned parent's child in place of the challenged material.

If the parent or other person/complainant wishes to make a formal challenge, the administrator shall provide the complainant information about the formal reconsideration process by either providing a copy of this policy and a form to request a formal reconsideration of the library material or directing the person to where the information is located on the District's website.

Formal Reconsideration

A complainant shall make any formal challenge to a library material resource by submitting a Reconsideration of Instructional Resource form available on the District's website. Upon receipt of the form,

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

7 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

~~one of five rotating~~ a reconsideration committees shall be assigned and the Board shall be notified. Each committee shall be appointed at the beginning of the school year and shall serve, as needed, throughout the school year.

The reconsideration committee shall include:

- A non-voting committee moderator from the District,
- A District campus ~~administrator~~ principal,
- A District ~~level~~ professional staff member with knowledgeable ~~of the material and the District's~~ about curriculum and instruction, reading materials, or online resources (including web-sites), as appropriate,
- A District professional campus educator, and
- Four parents ~~of a currently enrolled students~~ District student.

The District shall solicit parent committee members throughout the at the start of each school year. ~~Parent committee members will to be randomly selected and their~~ drawn and assigned to the rotating committees. ~~N~~ names of the committee members shall remain confidential.

All members of the reconsideration committee shall review the challenged library material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged library material conforms to the selection criteria principles of selection set out in this policy and whether the challenged library material shall continue to be used in the educational program. ~~At the reconsideration committee meeting,~~ (The complainant shall have ten minutes to make a presentation to the reconsideration committee and may provide the reconsideration committee with supplemental information. The complainant shall exit after presenting. Within ~~ten~~ 10 business days of the reconsideration committee's meeting, the complainant shall ~~be sent~~ receive written notice of the reconsideration committee's findings and a copy of the completed report Checklist for Reconsideration of Instructional Resources. ~~Library Materials.~~

The ~~decision of the reconsideration committee is by~~ decision shall be based on a simple majority.

The Board, Superintendent, other appropriate administrators, and the complainant shall receive electronic copies of the completed Checklist for Reconsideration of Instructional Resources ~~report~~. Library materials that have been formally challenged along with nd

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

8 of 10

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

	<p>the determination of the reconsideration committee's decision shall be posted on the District's website.</p> <p>Library materials under formal review shall not be removed during the reconsideration process pending the outcome of the decision.</p>
Frequency of Review	<p>After a library material has been reviewed through formal reconsideration, it shall not be reviewed again within one calendar year of the date of the reconsideration committee's decision. [See Maintenance of Library Materials, below.]</p>
Appeal	<p>The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]</p> <p>Additionally, <u>In accordance with Board Policy BE, any two individual Board members, acting in concert, may request the Board to review the final decision of a Reconsideration Committee an agenda item for the Board's next regular meeting agenda to review the decision of the reconsideration committee in accordance with Board Policy BE Local by notifying the Superintendent and the Board President.</u></p> <p><u>At the Board meeting, the Board member who requested the agenda item shall present his or her rationale for requesting a review of the decision of the reconsideration committee, and present their rationale to the Board. The Board shall vote whether to uphold, modify, or reject the Reconsideration Committee's decision to either retain, relocate, or remove a library material.</u></p> <p><u>The oversight responsibility for the review, inclusion, and removal of library materials is vested in the Board.</u></p>
Gifts and Donations	<p>The District shall accept gifts and donations to a campus library <u>in accordance with this policy and Board Policy CDC Local, with the understanding that the use and disposition of the materials and monies shall be in accordance with District policy and the selection criteria noted above. [See CDC]</u></p>
Maintenance of Library Materials	<p><u>In accordance with state and local guidelines, collections shall be evaluated and updated regularly based on the collections' age, relevance, and variety. The Superintendent shall ensure administrative procedures are established for regular maintenance of the campus library collections including procedures addressing on each campus. S inventory, tandard maintenance procedures for any library collection include repair, replacement, and removal of materials as necessary. Regular maintenance shall also include scheduled inventories of the collection. Disposal of any District-owned library materials shall be in accordance with Board District policies and administrative procedures. [See C]</u></p>

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

9 of 10

Conroe Katy ISD
17090201914

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Individual Board
Member Review

If any Board member questions or desires further information about any library material, the Board member shall contact the Superintendent.

Board Action

In accordance with Board Policy BE (Local), Any two individual Board members, acting in concert, may request an agenda item for the Board's next regular meeting agenda to review a library material for removal from the collection by notifying the Superintendent and the Board President.

At the Board meeting, the Board member who requested the agenda item shall present his or her rationale for requesting removal of the library material. The Board shall vote whether the Board to review for removal any library material(s) by notifying the Superintendent and the Board President. The Board members shall present their rationale for desiring to remove certain library material(s), and the entire Board shall vote to permanently retain, relocate, or remove the library material(s).

DATE ISSUED: 10/5/2023
LDU 2023-03
EFB(LOCAL)-X

Adopted:
9/25/2023

10 of 10

Current Conroe ISD Local Board Policies EFA
Instructional Resources – Instructional Materials and
EFA Instructional Resources – Library Materials

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

Note: For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB(LOCAL).

The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent shall ensure that professional staff select instructional materials in accordance with District policy and administrative procedures, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

Objectives

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

Selection

Instructional materials that are textbooks and related supplemental materials shall be chosen from the list of resources adopted by the State Board of Education in accordance with administrative procedures and the objectives above.

The Board shall rely on District professional staff to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]
5. Promote literacy.

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

District professional staff may select additional instructional materials in accordance with administrative procedures and the criteria above.

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection. Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

**Protection from
Inappropriate
Material**

Instructional materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2) or "obscene" material as defined by Penal Code 43.21(a)(1).

**Challenged
Resources**

A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge an instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

Guiding Principles

The following principles shall guide the Board and staff in responding to challenges of instructional materials:

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.
2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.
3. Access to a challenged material shall not be restricted during the reconsideration process, except when the complainant's request for reconsideration could reasonably result in a finding that the work fails to comply with the provision of this policy at Protection from Inappropriate Material, above. In this case, during the reconsideration process, the challenged material shall be restricted and available only to students with written parent permission. In all other cases, the District shall deny access to a child only if requested by the child's parent.

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

	<p>The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use. No challenged instructional material shall be removed solely because of the ideas expressed therein.</p>
Informal Reconsideration	<p>When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.</p> <p>If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.</p>
Formal Reconsideration	<p>A complainant shall make any formal challenge to an instructional material on the form provided by the District and shall submit the completed and signed form to the director of teaching and learning. Upon receipt of the form, the director of teaching and learning shall appoint a reconsideration committee.</p> <p>The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.</p> <p>All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.</p>
<i>Frequency of Review</i>	<p>After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection process.</p>
Appeal	<p>The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]</p>

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

Note: For information related to the selection of instructional materials, see EF(LEGAL) and EFA.

Objectives

The District shall provide a wide range of library materials for students and faculty that support student achievement and present varying levels of difficulty, diversity of appeal, and a variety of points of view. The Superintendent shall ensure that librarians and other designated professional staff select library materials in accordance with District policy and administrative procedures.

In this policy, "library materials" may include printed and electronic library acquisitions and other ancillary or supplementary materials maintained in a campus library. In accordance with state and local guidelines, library collections should enrich and support the state and local curriculum. Collections should also provide materials of high interest to encourage student reading and learning.

Library materials may be used to enhance the instructional program, for formal or informal teaching and learning purposes, and for voluntary inquiry or self-selected reading.

In accordance with state and local standards, school libraries are essential interactive collaborative learning environments, ever evolving to provide physical and virtual access to ideas, information, and learning tools for the entire school community.

**Parental
Involvement**

The District shall focus on maximizing transparency with parents while meeting student needs and providing enrichment opportunities with library materials. Parental involvement in library acquisition, maintenance, and campus activities is encouraged.

**Protection from
Inappropriate
Material**

Library materials shall not include "harmful material" as defined by Penal Code 43.24(a)(2) or "obscene" material as defined by Penal Code 43.21(a)(1).

Library materials shall comply with the Children's Internet Protection Act (CIPA), including technology protection measures. [See CQ]

Selection

Library materials shall be chosen in accordance with guidelines adopted by the Texas State Library and Archives Commission. In the selection of library materials, librarians and other professional staff must consider whether the materials:

1. Enrich and support the curriculum, taking into consideration students' varied interests, abilities, learning styles, and maturity levels.

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

2. Stimulate growth in factual knowledge, enjoyment of reading, literary appreciation, aesthetic values, and societal standards.
3. Develop a balanced collection presenting multiple viewpoints related to controversial issues to foster critical thinking skills and encourage discussion based on rational analysis [see EMB regarding instruction about controversial issues].
4. Represent many ethnic, religious, and cultural groups and their contributions to the national heritage and world community.
5. Provide a wide range of background information that will enable students to make intelligent decisions in their daily lives.
6. Demonstrate literary merit, quality, value, and significance.
7. Have received favorable professional library reviews from state- and nationally recognized review publications.
8. Have received state or national awards or are included on recommended reading lists developed by library professionals and educators.
9. Cover topics, authors, series, or genres that fill gaps in the school library collection.
10. Include accurate and authentic factual content from authoritative sources.
11. Have a high degree of potential user appeal and interest.
12. Offer a global perspective that promotes equity of access, including print and nonprint materials such as electronic and multimedia, to meet the needs of individual learners.
13. Are requested or recommended by students and teachers.
14. Mirror selections found in neighboring districts or libraries in the region.
15. Represent diverse viewpoints and cultures appropriate to each campus to ensure the collection embodies the unique background of its student population.

Parent Consideration

In general, a student is afforded the opportunity to self-select library materials as part of literacy development and the library program. District staff may assist a student in selecting library material; however, the ultimate determination of appropriateness remains with the student and parent. Parents are encouraged to communicate with the campus librarian and their child's teacher

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

	<p>about special considerations regarding library materials self-selected by their student. In accordance with state law and administrative procedures, parents may select alternative library materials for their student. [For information on parental rights regarding instructional materials and other instructional resources, see EF(LEGAL).]</p>
Challenged Resources	<p>A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge a library material maintained in the District's library program on the basis that the library material fails to meet the standards set forth in this policy.</p>
Guiding Principles	<p>The following principles shall guide the Board and staff in responding to challenges of library materials:</p> <ol style="list-style-type: none">1. A complainant may raise an objection to a library material used in the District's library program, even if the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives and criteria for library materials set out in this policy.2. A parent's ability to exercise control over instruction, including library materials, extends only to his or her own child as set forth in Education Code Chapter 26.3. Access to a challenged material shall not be restricted during the reconsideration process, except when the complainant's request for reconsideration could reasonably result in a finding that the work fails to comply with the provision of this policy at Protection from Inappropriate Material, above. In this case, during the reconsideration process, the challenged material shall be restricted and available only to students with written parent permission. In all other cases, the District shall deny access to a child only if requested by the child's parent. <p>The major criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use. No challenged library material shall be removed solely because of the ideas expressed therein.</p>
Informal Reconsideration	<p>When the District or a campus receives an objection to the appropriateness of a library material, the appropriate librarian or administrator shall try to resolve the matter informally. The librarian or administrator shall explain the selection process and discuss the intended purpose for the library material. If appropriate, the librarian or administrator may reevaluate the library material to determine if it meets the current selection criteria and offer a concerned</p>

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

EFB
(LOCAL)

parent an alternative library material to be used by that parent's child in place of the library material in question.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the library material.

**Formal
Reconsideration**

A complainant shall make any formal challenge to a library material on the form provided by the District and shall submit the completed and signed form to the District library specialist. Upon receipt of the form, the District library specialist shall appoint a reconsideration committee.

The reconsideration committee shall include a librarian and at least one instructional staff member who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.

All members of the committee shall review the challenged library material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged library material conforms to the principles of selection set out in this policy and whether the challenged library material will continue to be included in the library collection. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

Gifts and Donations

The District shall accept gifts and donations to a campus library with the understanding that the use and disposition of the materials and monies will be in accordance with District policy and the selection criteria noted above. [See CDC]

**Maintenance of
Library Materials**

In accordance with state and local guidelines, collections shall be evaluated and updated regularly based on the collections' age, relevance, diversity, and variety. The Superintendent shall ensure administrative procedures are established for regular maintenance of the library collection on each campus. Standard maintenance procedures for any library collection include repair, replacement, and removal of materials as necessary. Regular maintenance shall also include scheduled inventories of the collection. Disposal of any District-owned library materials shall be in accordance with District policy and procedures. [See CI]

Consider and Rule on the Level 3 Appeal for a Complaint Filed by Mr. D. R. pursuant to CISD Board Policy FNG *Student Rights and Responsibilities – Student and Parent Complaints/Grievances*

Recommendation:

That the Conroe Independent School District Board of Trustees consider and rule upon a complaint filed by Mr. D. R. pursuant to CISD Board Policy FNG *Student Rights and Responsibilities – Student and Parent Complaints/Grievances*.

Explanation:

Mr. D. R. submitted a request to appeal the Level 2 decision for a complaint filed pursuant to Board Policy FNG *Student Rights and Responsibilities – Student and Parent Complaints/Grievances*. The hearing will be held in closed session in accordance with Texas Government Code Sections 551.074 and 551.0821.

Policy Reference: Local Board Policy FNG

Take Requests from Trustees Regarding Future Board Agenda Items

Recommendation:

That the Conroe Independent School District Board of Trustees take requests from Trustees for agenda items for future Board meetings as submitted by Carrie Galatas, General Counsel, and as recommended by Dr. Curtis Null Superintendent of Schools.

Explanation:

Board Policy BE Local requires the Board President and Superintendent to prepare the agenda for all Board meetings. The policy states that any Board member may request an agenda item. The policy further requires that the Superintendent include on the preliminary agenda of the meeting all agenda items that have been timely submitted by a Board member.

When requesting an item to be placed on the agenda the requesting trustee must provide the Superintendent with the name of the person to be placed on the agenda, the subject, or issues to be presented, and the approximate length of time needed for the agenda item. Local Board Policy BE requires that before the official agenda is finalized for any meeting, the Superintendent must consult the Board President to ensure that the agenda and the agenda items included meet with the Board President's approval. The policy further requires the Board President in his or her review of the preliminary agenda, ensure that any agenda items the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. This could be at a future meeting of the Board or at a Board workshop. Policy BE Local does not give the Board President the authority to remove from an agenda item requested by a Board member without that Board member's specific authorization.

To allow the District's administration to prepare for future Board meetings, the President will take requests for agenda items from Board members and work with administration and the requesting Board member to schedule the item for a future Board meeting or Board workshop. Board members will continue to be able to submit agenda item requests directly to the Board President or Superintendent in accordance with Board Policy BE Local.

Policy Reference: BE Local

Recommended by:

Dr. Curtis Null
Superintendent of Schools

Submitted by:

Carrie Galatas
General Counsel

BOARD MEETINGS

BE
(LOCAL)

Meeting Place and Time

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

Regular Meetings

Regular meetings of the Board shall normally be held on the third Tuesday of each month at 6:00 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

**Special or
Emergency Meetings**

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

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

Agenda

Deadline

The deadline for submitting items for inclusion on the agenda is the fifth calendar day before regular meetings and the fifth calendar day before special meetings.

Preparation

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

In order for items to be placed on the agenda, the Superintendent must have the following information:

1. Name of the person to be placed on the agenda.
2. Subject or issues to be presented.
3. Approximate length of time needed.

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

BOARD MEETINGS

BE
(LOCAL)

Notice to Members	Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least one hour prior to the time of an emergency meeting.
Closed Meeting	<p>Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.</p> <p>The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]</p>
Order of Business	The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.
Rules of Order	The Board shall observe the parliamentary procedures as found in <i>Robert's Rules of Order, Newly Revised</i> , 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.
Voting	Voting shall be by voice vote or show of hands, as directed by the Board President. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request. [See BDAA(LOCAL) for the Board President's voting rights]
Consent Agenda	When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.
Minutes	<p>Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.</p> <p>The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.</p>
Discussions and Limitation	Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the

BOARD MEETINGS

BE
(LOCAL)

business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.