

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6000



BOARD OF TRUSTEES

WORK SESSION

6:00 PM, SEPTEMBER 6, 2018

BOARD ROOM

GORDON M. ANDERSON LEADERSHIP CENTER

16717 ELLA BOULEVARD, HOUSTON, TEXAS 77090

MINUTES

Call to Order

- I. President Rhonda Newhouse called the Work Session of the Spring Independent School District Board of Trustees to order at 6:03 PM on September 6, 2018, in the Board Room of the Gordon M. Anderson Leadership Center, 16717 Ella Boulevard, Houston, Texas, in accordance with Chapter 551 of the Texas Government Code.

Members Present:

Rhonda Newhouse, President
Jana Gonzales, Vice President
Donald Davis, Secretary
Justine Durant, Assistant Secretary
Dr. Deborah Jensen
Chris Bell
Winford Adams, Jr.

Members Absent:

Others Present:

Rodney Watson, Superintendent of Schools
Victor Mitchell, Chief of Police
Julie Hill, Chief of Staff
Lupita Hinojosa, Chief of School Leadership and Student Support Services
Mark Miranda, Chief Operations Officer
Deeone McKeithan, Chief Human Resources Officer
Ann Westbrook, Chief Financial Officer
Tiffany Dunne-Oldfield, Chief Communications Officer
Jeremy Binkley, General Counsel
Jason Sheffer, Director of Board Services

II. Minutes from Prior Meetings

The Board reviewed the minutes from the following meetings:

- A. August 9, 2018 Board Work Session
- B. August 14, 2018 Regular Meeting

III. Opening Remarks

- A. Superintendent of Schools
Superintendent Dr. Rodney Watson began his remarks by highlighting the items that would follow on the agenda including the Campus Improvement Plans. Dr. Watson

then introduced the Strategic Priority Updates and reminded the Board that they will receive updates on these priorities each month.

B. Strategic Priority Updates

The Board was presented with updates on the strategic priorities the Board identified for the 2018-2019 school year.

1. Performing and Visual Arts

Dr. Joe Clark, Director of Performing and Visual Arts, presented the Board with an update on Performing and Visual Arts (PVA).

Elementary PVA Curriculum - This past summer a team of fourteen elementary art and music teachers spent over 700 hours completely rewriting curricula for Spring ISD Elementary PVA courses. Elementary art and music scopes and sequences were rebuilt to align with the most recent revision of the TEKS, infuse technology into lessons, and create direct ties to Arts Integration. The teams of teachers, led by David Landgrebe, Assistant Director of Performing and Visual Arts, and Amanda Byers, Visual Arts Coordinator, met the goal of completing the work by July 15, 2018, which provided time for district-wide staff feedback and additional revisions. PVA teachers received training focused on these new instructional resources and all of the new resources are available on Eduphoria.

Arts Integration Instructional Strategies - As of August 15, 2018, a total of thirty-nine elementary art and music teachers have participated in Arts Integration professional learning provided through our strengthened partnership with the Alley Theatre. The Alley Theatre also created arts integrated strategy cards for teachers and the District's PVA leadership team, led by Dr. Joe Clark, has observed teachers implementing these strategies at every elementary school they have visited this year. Additionally, the PVA leadership team is working with Quaver Music, an industry leader in aligned music curricula, to customize the software to both track curriculum implementation and provide data on how our elementary music teachers are accessing resources and monitoring student progress.

Houston Symphony Partnership - The Performing and Visual Arts department is excited about an expanded partnership with the Houston Symphony during the 2018-2019 school year. Spring High School was once again selected as a resident campus partner this school year, the only school in the Houston area to earn this distinction for three consecutive years. Additionally, every 5th grade student in Spring ISD will attend a free one-hour performance of the Houston Symphony at the Cynthia Woods Mitchell Pavilion on Wednesday, October 10, 2018. The performance will be educational, focused on cycles and patterns found in both math and musical forms.

Resource Improvement - As of August 29, 2018, 69% of the funding allocated for 2018-19 resource improvements has been encumbered or spent. The Performing and Visual Arts leadership team began placing the needed orders in early July and orders are arriving weekly. Each received order brings us closer to our goal of presenting innovative district-wide collaborative performances during the 2018-2019 school year. The PVA office will complete the ordering process for the remaining resource improvements as soon as secondary schedule changes are completed and courses are balanced. Many of our

collaborative partners, private music staff members, and most importantly, parents and students, have verbalized their appreciation for helping close gaps with needed resources for our PVA scholars.

2. Gifted and Talented

Tiffany Williams, Manager of Advanced Academics, presented the Board with an update on Advance Academics.

Expanded Gifted and Talented (G/T) Identification – A G/T Talent Pool has been identified for the Fall 2018 G/T Screening and Identification window utilizing the End of Year (EOY) 2018 MAP/Renaissance assessment. Students who scored in the 75th-94th percentile on the EOY MAP/Renaissance assessment will be screened using the Cognitive Abilities (CogAT) Form. This talent pool has identified a total of 608 elementary and 53 middle school students. The assessment window will take place October 1-12, 2018.

Renzulli Learning Implementation - As of August 9, 2018, 25 elementary campuses and all middle school campuses participated in the Renzulli Learning training. A follow-up session was held on August 30, 2018 for all G/T Coordinators. Through a collaboration with Spring ISD and Renzulli Learning Technology Departments, teacher uploads (K-6) and student uploads (K-5) are complete. The next milestone is the student upload for 6th grade.

Pre-Advanced Placement (Pre-AP) Professional Development and Automatic Enrollment - A total of 67 Pre-AP teachers attended the Pre-AP Instructional Strategy: Cornell Notes session in August (63%). Although all Pre-AP teachers did not attend, every middle school had at least one representative to participate. Beginning the week of September 10, we will conduct collaboration and instructional walks to monitor the implementation of Cornell Notes.

As of August 29, 2018, 84% of 6th grade G/T students are enrolled in all four Pre-AP core content courses; 87% of 7th grade G/T students are enrolled in all four Pre-AP core content courses; and 70% of 8th grade G/T students are enrolled in all four Pre-AP core content courses.

Advanced Placement (AP) Common Syllabi and Professional Development - A total of 45 AP teachers attended the AP Job Alike session in September (84%). Moving forward, there will be additional sessions to capture teachers who teach multiple courses.

As of August 28, 2018, six out of the seven additional AP Common Syllabi have been approved by College Board. The remaining Common Syllabus is AP Physics. College Board has provided feedback and the revisions are being taken into consideration. The deadline for syllabus approvals through College Board is January 31, 2019.

Odyssey of the Mind - On Saturday, August 25, 2018 representatives from 25 schools (19 elementary, 6 middle) attended an Odyssey of the Mind Planning Session with the Houston Area Region Odyssey (HARO) Director. This session was customized to support our District's implementation of Odyssey of the Mind.

3. Workforce Development

Pam Farinas, Executive Director of Workforce Development presented the Board with an update on Workforce Development.

Workforce Development Team Training - During the week of July 30-August 2, the newly formed Workforce Development Team received training from national and local presenters designed to enhance their skills through the use of a coaching model specifically designed to help teachers "get better faster." The model is based on coaching support provided to teachers at intervals of 30, 60, 90 and 120 days.

Workforce Development Team Model and Rigor Readiness Protocol for All Administrators - On July 30, the Assistant Superintendent of Workforce Development conducted an informational session on the 2018-2019 Workforce Development Team Model that provided campus administrators with detailed specifics regarding the work of each group within the team. Principals also participated in a second session that gave them an opportunity to use the rigor readiness protocol in a lesson planning exercise.

SpringWay Routines and Procedures Training for New Teachers - During the week of July 30-August 2, members of the Workforce Development Team provided training to new teachers on classroom management and instructional delivery strategies derived from Doug Lemov's *Teach Like a Champion*. The extension of those strategies were consolidated last school year and were continued this year into what our District refers to as the SpringWay Routines and Procedures. New teachers leave this training knowing what to do with their students for the first days of school.

Rigor Relevance Training for All Schools - Between August 7-13, teachers on every campus received a two-day training on the Rigor Relevance Framework from a team of consultants from ICLE. This face-to-face training will be followed up with onsite coaching visits throughout the school year.

Get Better Faster Training for All Principals - From August 28-30, campus principals, associate principals, assistant principals and instructional specialists as well as a variety of central office leaders received training from the Workforce Development Team (Assistant Superintendent and Professional Development Facilitator) and School Leadership Office (Officer and Assistant Superintendents) on the coaching model used by the coaches and development specialists in order to bring alignment to the coaching practices used with teachers this year. Based on the Get Better Faster Coaching Model, the participants received training on the SpringWay Model. This three-day professional development module will be offered throughout the school year until all current school administrators are trained.

Workforce Development Team Ongoing Professional Learning - Beginning on Friday, August 10, and continuing on every Friday except the second week and the district-wide professional development days, the Workforce Development Team (WFD Team) engages in professional learning sessions. During these sessions, team members share best practices and exemplars they experienced throughout the week. They also preview the instructional objectives for the

upcoming week and prepare to provide support to the teachers they are assigned to coach with lesson planning, classroom management and instructional delivery. The coaches, development specialists and professional development facilitators sharpen their skills with one another.

4. Special Education

Peg Sherwood, Executive Director of Special Education, presented the Board with and update on Special Education.

Special Education Folder Audit - As of August 24th, all campuses have had their Special Education student folders audited and summarized. Special Education and the corresponding Assistant Superintendent, along with the Schools Officer, continue to meet with secondary schools to review the corrections that need to be made and the timelines for task completion. Special Education IEP specialists are assisting schools as they begin the process to re-ARD to address targeted areas. Special Education and Assistant Superintendents will continue to monitor campus completion of ARDs to ensure that they meet deadlines.

Special Education Institute for Administrators - A total of 112 administrators were trained this summer (91%). The administrators are starting to lead the ARD/IEP committee meetings.

A series of videos are being completed to assist campus administrators with the more challenging parts of the ARD/IEP process and to provide the complete training to individuals who were not able to participate in the training over the summer. Ten support trainings have been scheduled for campus administrators throughout the school year. Special Education Coordinators and IEP Specialists are also available to assist upon request.

ARD meetings will be observed by Special Education Coordinators and IEP Specialists starting on August 27th. The Special Education Coordinators and IEP Specialists will use the Quality Indicators for ARD/IEP meetings to summarize their observations.

Special Education Institute for Teachers - A total of 307 teachers participated in the summer institute (89%). Teachers are beginning to complete documentation of the ARD proceedings with assistance from Special Education Coordinators and IEP Specialists. When the documentation is completed and submitted to the student's state audit file, IEP Specialists will use the ARD/IEP documentation quality indicators to review documentation. This will provide data on not only the ARD/IEP committee documentation, but also looks closely at the development of the PLAAFP, goals and objectives contained in the student's IEP, and the development of Intensive Programs of Instruction (IPI) developed for students who did not meet standards on one or more area of the STAAR tests.

Special Education CASE Teacher Institute - CASE Program Facilitators are working with new teachers to ensure that their school year is off to a good start. The majority of CASE positions are filled, and classes are expanding. CASE Connection meetings have been scheduled to ensure that the Unique curriculum is implemented with fidelity for our scholars with low incidence disabilities. Finally, a model CASE classroom has been set up at Dekaney High School.

The classroom will not only exemplify the room arrangement, but it will also illustrate the use of the Unique curriculum as well as the expected instructional practices.

IV. Presentations

A. Family and Community Engagement Annual Update

Chief Tiffany Dunne-Oldfield introduced a presentation to the Board of a year-in-review look at the Family and Community Engagement Department's work.

Leticia Grounds, Executive Director of Family and Community Engagement, discussed the department focus on capacity building which is divided into three areas – parents, administrators, and staff. Ms. Grounds also presented information on the department's work by the numbers including a 6.5% increase in volunteer hours donated, 1,276 hours of home instruction provided, and a 36% increase in Ready Rosie users. Ready Rosie is an online/mobile activity for parents and children.

Tranita Carroll, Director of Parent Engagement, discussed the structure and support and the work of the Family and Community Engagement (FACE) Department which includes overseeing and supporting the Parent Engagement Liaisons at the elementary and middle schools, processing an average of 3,140 volunteer applications each school year, and related activities to increase parent and family engagement.

Vilma Gomez, Coordinator of Parent Practices, discussed the three components of the Early Outreach Program which include home instruction partnership, interactive learning groups and Ready Rosie.

Mr. Saul Espinoza discussed the experience his family had with the Smart Start home instruction provided by Family and Community Engagement. Mr. Espinoza discussed how the program has helped his children with fine motor skills and reading.

Community events provided by Family and Community Engagement included the 2018-2019 Registration Expo where 1,878 families attended and were registered for school, 1,629 backpacks were distributed, 183 haircuts were provided and 2,125 household and school supplies were provided; the 2017-2018 Winter Wonderland where more than 1,050 books were provided to Spring ISD students by the Spring ISD Education Foundation; and the 2017-2018 Fun Run which included 240 participants of all ages and raised \$10,000 in scholarship funds.

B. 2018–2019 Campus Improvement Plans

Chief Lupita Hinojosa presented the Board with information regarding the 2018–2019 Campus Improvement Plans. In accordance with SISD Policy BQB(LOCAL), the Campus Improvement Plan established by the principal with the assistance of the Campus Advisory Committee shall be submitted in writing by the principal to the Superintendent of Schools for approval by the Board.

Dr. H.P. Hyder III, Principal of Heritage Elementary School, presented information on the Plan4Learning tool. Plan4Learning is an online tool to house and monitor campus improvement plans in real-time, while ensuring compliance.

Dr. George Flores, Principal of Bailey Middle School, discussed the Texas Accountability Intervention System (TAIS), which is a continuous improvement

process consisting of four areas – data analysis, needs assessment, improvement planning, and implementation and monitoring.

Dr. Berky Hernandez-Owolabi, Principal of Bammel Elementary School discussed the needs assessment component of the campus improvement plan process.

Diana Kimberly, Principal of Spring Early College Academy, discussed the use of school quality survey data and its consideration when developing campus improvement plans.

President Newhouse recessed the meeting for a short break at 8:37 PM.

President Newhouse reconvened the meeting at 8:53 PM.

V. Board Governance Report

A. Discussion of Board Governance Committee Action Items

Trustee Durant, Board Governance Committee Lead, discussed the focus for the 2018-2019 school year which includes reform governance for 2018-2019, legislative agenda for 2018-2019, middle school enrollment, and naming of new facilities and streets.

VI. Chief of Staff

A. First Reading of Proposed Revisions to Board Policy CNA(LOCAL) –

TRANSPORTATION MANAGEMENT – STUDENT TRANSPORTATION

Chief Julie Hill presented proposed revisions to Board Policy CNA(LOCAL).

B. Notification of Legal Policies Revised by the Texas Association of School Boards (TASB) in Update 111

Chief Julie Hill presented information regarding Legal Policies revised in TASB Update 111.

C. Notification of Policy Provisions Deleted, Added or Replaced by the Texas Association of School Boards (TASB) in Update 111

Chief Julie Hill presented information regarding Policy Provisions deleted, added or replaced in TASB Update 111.

D. First Reading of TASB Local Update 111 – Proposed Revisions Affecting the Following Board Policies

Chief Julie Hill presented the first reading of Local Policies revised in TASB Update 111.

1. BBD(LOCAL) – BOARD MEMBERS – TRAINING AND ORIENTATION
2. CAA(LOCAL) – FISCAL MANAGEMENT GOALS AND OBJECTIVES – FINANCIAL ETHICS
3. DH(LOCAL) – EMPLOYEE STANDARDS OF CONDUCT
4. DHE(LOCAL) – EMPLOYEE STANDARDS OF CONDUCT – SEARCHES AND ALCOHOL/DRUG TESTING
5. DI(LOCAL) – EMPLOYEE WELFARE
6. FEA(LOCAL) – ATTENDANCE – COMPULSORY ATTENDANCE
7. GKA(LOCAL) – COMMUNITY RELATIONS – CONDUCT ON SCHOOL PREMISES

E. Resolution for the Spring Independent School District Board of Trustees to Cancel the 2018 Trustee Election

Chief Julie Hill presented the Board with a resolution to cancel the 2018 Trustee Election. An election to fill Board of Trustee Positions 6 and 7 was scheduled for November 2018. During the candidate declaration period, only one candidate filed documentation to seek election to each position. As each candidate has no opponent to run against, it is not necessary to hold an election to fill the positions. Consequently, election law requires that the Spring Independent School District Board of Trustees cancel the election scheduled for November 2018.

Trustee Durant moved that the Board of Trustees adopt the resolution to cancel the 2018 Trustee Election. Trustee Davis seconded the motion and the motion carried unanimously.

VII. Chief Operations Officer

A. Middle School #8 Bid Package 4, 3rd Guaranteed Maximum Price

Chief Mark Miranda presented the Board with information regarding Middle School #8 Bid Package 4, 3rd Guaranteed Maximum Price in the amount of \$6,739,516. The 3rd Guaranteed Maximum Price covers masonry, steel erection, doors and hardware, glazing, food service shop drawings, fire suppression shop drawings, plumbing underground and electrical underground.

VIII. Chief of School Leadership and Student Support Services

A. Interlocal Contract Between Harris County Department of Education (HCDE) and Spring Independent School District

Chief Lupita Hinojosa presented the Board with information regarding an interlocal contract between Harris County Department of Education and Spring ISD for therapy services for the 2018–2019 school year. Implementation of Individuals with Disabilities Act (IDEA) regulations calls for providing eligible students with specific therapy as a related service per the students' ARD/IEPs. Harris County Department of Education provides Spring ISD with therapists who are well trained, monitored, and dedicated to providing our students with quality services.

Trustee Adams requested that this item be removed from the Consent Agenda of the September 11, 2018 Regular Meeting of the Board of Trustees, due to his employment relationship with Harris County Department of Education.

B. Interlocal Agreement Between Harris County Department of Education (HCDE) and Spring Independent School District

Chief Lupita Hinojosa presented the Board with information on a proposed interlocal agreement between Harris County Department of Education and Spring Independent School District for the 21st Century Grant Program. The 21st Century Community Learning Center (CCLC) Grant Program, focuses on academic performance (including a strong literacy foundation), attendance, and discipline through enrichment and afterschool opportunities.

Trustee Adams requested that this item be removed from the Consent Agenda of the September 11, 2018 Regular Meeting of the Board of Trustees, due to his employment relationship with Harris County Department of Education.

IX. Chief Financial Officer

A. Certification of Anticipated Collection Rate for Spring Independent School District

Chief Ann Westbrooks presented the Board with information regarding the

Certification of Anticipated Collection Rate for Spring Independent School District. Section 26.04 of the Property Code requires certification of anticipated rate to the units governing body. This anticipated collection rate will be utilized in the calculation of the debt service portion of the rollback tax for the 2018 taxable year.

- B. Request for Proposal #19-003 – CMAR – Spring High School Ninth Grade Center
Chief Ann Westbrooks presented the Board with information regarding Request for Proposal #19-003 – CMAR – Spring High School Ninth Grade Center. The item authorizes the Superintendent of Schools or a designee to negotiate, execute, and amend contracts, including the acceptance of the Guaranteed Maximum Price (GMP) (or multiple GMPs in the case of phased work), in amounts not to exceed the overall project budget for each project. The CMAR and the GMP will then be recommended at the same time to the SISD Board of Trustees for approval of a contract.

C. Taxpayer Refunds

Chief Ann Westbrooks presented the Board with information regarding Taxpayer Refunds. The Board was presented with a report consisting of refunds exceeding \$500.

D. Report of Purchasing Cooperative Purchases Exceeding \$50,000

Chief Ann Westbrooks presented the Board with a report consisting of purchases exceeding \$50,000 that were made by the District through one or more authorized purchasing cooperatives.

Date	Vendor	Description	Amount
07/19/2018	Hi-Mark Roofing and Waterproofing	Roof Repairs – leaks, sweep debris, power wash and apply gray Unisil at Spring High School	\$ 52,792
7/25/2018	AT&T	Long Distance & Landline Services*	\$ 168,348
05/25/2018	AT&T	District Phone Services*	\$ 60,012
7/26/2018	Layer3 Communications	Upgrade to the Existing District Firewall System to Enhance Security on all Internet Traffic**	\$ 332,164
7/26/2018	Achieve3000, Inc.	Achieve3000 Pro Differentiated Literacy Solution; Software Subscription (Year 3 of 3)	\$ 135,222
8/1/2018	Houghton Mifflin Harcourt	Professional Development for Administrators, Teachers, and Central Leadership	\$ 1,111,500
8/6/2018	Sterling Structures Inc.	Labor and Materials to clear two acres, add fencing, and striping at Early College**	\$ 246,000
8/9/2018	Glazier Foods Company	Containers and Lids	\$ 55,703

8/13/2018	Northwest Evaluation Association	Universal Screener and Progress Monitoring Tool	\$ 325,891
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* Blanket Purchase Order for anticipated annual spend.

**Bond Related Expenditures

E. Report of Agreement Renewals Exceeding \$50,000

Chief Ann Westbrook presented the Board with a report consisting of agreement renewals with a contract value exceeding \$50,000. There were no agreement renewals to report within this period.

X. Closed Session

There was no closed session.

- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property
- C. Under Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee
 - 1. The Board will deliberate regarding the Superintendent's evaluation
 - 2. The Board will deliberate on employees nominated for special recognition
 - 3. The Board will deliberate on a recommendation for the termination and finding of no good cause for an employee's abandonment of contract
 - 4. The Board will deliberate on the issuance of school district teaching permits for noncore career and technology courses
 - 5. The Board will deliberate on employee resignations, recommendations to withdraw prior actions taken, recommendations to void employee contracts, recommendations for the proposed termination of employees on probationary and/or term contracts, and final orders for employees on term and probationary contracts previously proposed for termination and/or nonrenewal
- D. Under Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices

XI. Action on Closed Session Items

The Board may take action on items discussed in closed session.

XII. Adjournment

On a motion by Trustee Gonzales, seconded by Trustee Durant, the Board unanimously adjourned the meeting at 9:48 PM.


Rhonda R. Newhouse, President


Donald Davis, Secretary