

Spring Independent School District

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



**BOARD OF TRUSTEES
WORK SESSION
6:00 PM, DECEMBER 6, 2018
BOARD ROOM
GORDON M. ANDERSON LEADERSHIP CENTER
16717 ELLA BOULEVARD, HOUSTON, TEXAS 77090**

MINUTES

I. Call to Order

President Rhonda Newhouse called the Work Session of the Spring Independent School District Board of Trustees to order at 6:10 PM on December 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:

Victor Mitchell, Chief of Police
Julie Hill, Chief of Staff
Lupita Hinojosa, Chief of School Leadership and Student Support Services
Khechara Bradford, Assistant Superintendent of Curriculum and Instruction
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. November 8, 2018 Board Work Session
- B. November 13, 2018 Regular Meeting

III. Opening Remarks

- A. Superintendent of Schools

Dr. Watson was unable to attend the Board Work Session as he was traveling on a school related business trip. In his absence, Chief of Staff Julie Hill presented the

Superintendent Remarks. Chief Hill remarked on the busy schedules that all staff has experienced since returning from the Thanksgiving break and thanked all staff for their hard work leading up to the Winter Break.

B. Strategic Priority Updates

The Board received updates on its strategic priorities for the 2018-2019 academic year.

1. Performing and Visual Arts

Dr. Joe Clark, Director of Performing and Visual Arts, provided the Board with the following update of Performing and Visual Arts:

Student Achievement - PVA Students at Checkpoint 2, Grades 6-8 - When comparing the student achievement of PVA students in grades 6-8 to the average of all students grades 6-8 on Checkpoint 2, PVA students scored higher on all test on the Approaches, Meets, and Masters level with one exception; the Masters level in Writing was a tie at 4.1% for both PVA and all middle school students (grade 7-8). Additionally, when comparing Checkpoint 1 performance of PVA students to Checkpoint 2 performance of PVA students, there was improvement in every area except writing.

Student Achievement - PVA Students at Checkpoint 2, Grades 9-12 - When comparing the student achievement of PVA students in grades 9-12 to the average of all students grades 9-12 on Checkpoint 2, PVA students scored higher on Reading and Social Studies at the Approaches, Meets, and Masters level; and Math and Writing at the Approaches and Meets level. Additionally, when comparing Checkpoint 1 performance of PVA students to Checkpoint 2 performance of PVA students in grades 9-12, there was improvement in Reading and Social Studies. Areas where there were slight decreases in Math, Science, and Writing.

Average Daily Attendance - PVA Students - When comparing the average daily attendance of the average PVA student against the average daily attendance of the average of all middle school and comprehensive high school students, the PVA student average is higher at both the middle school and comprehensive high school level.

Collaborative Performances - All Spring ISD Secondary PVA Programs will be performing independently and then in a collaborative performance on December 17th and 18th at Spring Baptist Church. Visual Arts will be integrated into the performances on both nights. The performances will be held Monday, December 17, 2018 (6:00 PM MS/HS Theatre, 7:30 PM MS/HS Choir) and Tuesday, December 18, 2018 (6:00 PM MS/HS Dance, 7:30 PM MS/HS Band).

2. Gifted and Talented

Tiffany Wilcox, Director of Advanced Academics, presented the Board with the following update of the Gifted and Talented program:

Advanced Academics Project Charter Updates - The scope of the Advanced Academics Project Charter is to ensure all gifted and talented (G/T) students in grades K-12 are provided the state required G/T services through differentiation based on their unique learning styles, interests, and areas of giftedness. The project addresses: improved G/T services for scholars; expanded role of the campus G/T Coordinator; increase in the number of enrichment opportunities; increase in the number of middle school G/T scholars participating in Pre-AP courses; increase in

the number of Advanced Placement Common Syllabi across high schools; increase in the number of scholars scoring at the Masters Performance Level on the state assessment; and improved compliance areas. The Advanced Academics Project Charter Team is comprised of a diverse group of educational leaders with experience and expertise that allows collaboration across departments to meet the objectives of the Project Charter. As of November 29, 2018, the team has met four times and is on target to creating the deliverables for this project charter.

One of the student achievement goals of the Advanced Academics Project Charter is to increase the number of gifted and talented scholars scoring at the Masters Level on the state assessment. Based on the Checkpoint 2 data, middle school science (53%) and middle school social studies (53.9%) met the Key Performance Indicator target of at least 50% of G/T scholars scoring at the Masters Level on the checkpoint.

Renzulli Learning Implementation - Teachers are utilizing the tool to assign activities and weekly assignments. In addition, students completed independent study projects using Renzulli as a part of the G/T Expo last week. As of November 28, 2018, 59% of elementary G/T students and 54% of sixth grade G/T students have completed at least one weekly assignment. In response to this data, the Advanced Academics Team participated in a webinar with the developers of the Renzulli Learning tool to provide feedback on how to enhance the assigning of resources, activities, and projects. Based on the information we received from the webinar, a mini lesson was presented at the November G/T Coordinator meeting. Teachers will receive additional support with Renzulli Learning navigation and implementation on January 7, 2019.

Odyssey of the Mind (OotM) - Odyssey of the Mind is an international cross-curricular educational program that provides creative problem solving opportunities for students K-12. In teams of seven, students choose one of five competitive problems to solve and work to create an authentic product and presentation. Under the guidance of an Odyssey of the Mind Coach, teams work on their solution within a defined budget and a strict set of criteria. We are excited to announce in our Implementation Year of Odyssey of the Mind, we currently have a total of 20 schools (Anderson, Booker, Burchett, Clark Primary, Cooper, Eickenroht, Heritage, Lewis, Link, Major, McNabb, Meyer, Northgate, Ponderosa, Salyers, Smith, Thompson, Winship, Bammel Middle School, and Dueitt Middle School) with committed teams for the Odyssey of the Mind Regional Competition. We are above our target number of ten teams and we look forward to the competition in March.

Advanced Academics Collaboration and Instructional Walks - During the month of November, we conducted Advanced Academics Collaboration and Instructional walks to observe the implementation of Cornell Notes at the middle schools. We collected artifacts from 77% (17/22) of the Pre-AP classrooms that showed evidence of the implementation of Cornell Notes. This is an increase from the September Advanced Academics Collaboration and Instructional Walks (50% implementation). Between August and October, 87% of all Pre-AP Teachers have attended at least one session.

3. Workforce Development

Pam Farinas, Assistant Superintendent of Workforce Development, provided the Board with the following update of Workforce Development:

Introduction to Work Stations and Small Group Instruction Training for Principals, Teachers and Coaches - From October 31st - November 2nd, Debbie Diller and Associates provided professional development sessions to Spring ISD principals, teachers and coaches in grades K-2, 3-5, and 6-8 on small group instruction in both math and literacy. On November 28th-30th, part two of work stations training was held. These two series will conclude with sessions in January.

Districtwide Parent Involvement Day and Keynote Speaker - On Friday, November 9th, Spring ISD held a joint parent involvement day and keynote speaker event. Approximately half of our schools held morning parent conferences and make-and-take sessions at their campuses and the other schools attended a motivational speaker session held at Fallbrook Church. In the afternoon, the schools did the opposite with their teams. During the parent involvement activities, parents were able to conference with teachers, learn tips on how to access the parent portal, create literacy and math tools to use with their students at home, check their students' progress towards graduation, learn tools to address bullying and many other sessions relevant to parents' meaningful engagement in the education of their children. Anthony Colannino, keynote speaker, engaged campus and central office employees in how to have a growth mindset as adults in order to empower our students to adopt a growth mindset as one of the tools we arm them with as we develop them as lifelong learners.

New Teacher Training - On Saturday, November 10th, Workforce Development Executive Director Marie Mendoza conducted a session for new teachers, entitled "Precise Praise and Grading Practices." These sessions for new teachers are part of Spring ISD's Equity Plan.

Get Better Faster Training for Principals and the Workforce Development Team - On Wednesday, November 14th, Darryl Williams, senior member of the TLAC team, provided a morning professional development session with Spring ISD school leaders. Mr. Williams then spent the remainder of his visit through Friday, November 16th, on campus visits to provide job-embedded coaching to both campus leaders and Workforce Development coaches and development specialists who are coaching teachers.

Region IV Professional Development Sessions for Teachers and Workforce Development - This month, Region IV provided the following professional development sessions for teachers:

- November 7 – Grades 3-5 Reading
- November 15 – Grades 6-8 Reading and HS Biology
- November 29 – Grade 5 Science

4. Special Education

Matt Pariseau, Manager of Accountability and Related Services, presented the Board with the following update of Special Education:

In our continued effort to align our Strategic Priority to the ongoing work of the Special Education Charter, the special education leadership team met to develop a graphical representation of the key focus areas of support. Four primary support pillars were identified that visually capture the blueprint of the Strategic Priority and the Special Education Project Charter. The department believes that this graphic will help all stakeholders understand the broad spectrum of support that the special

education department provides and connect department initiatives to the key pillars of support which are aligned to the Special Education Charter.

Compliance - A minimum of 25 ARD/IEP documents are audited each month. Although 45 areas of compliance are reviewed, this table summarizes the highlights from each biweekly analysis:

	09/19/18	09/26/18	10/03/18	10/26/18	11/13/18
Goals and Objectives meet all standards	87%	86%	86%	87%	86%
Instructional Arrangement codes correct	88%	82%	75%	92%	83%
Clarifying statements/deliberations completed	93%	78%	81%	83%	86%
Supplements all correctly documented	96%	91%	94%	82%	81%
ARD Committee membership complete	95%	97%	100%	99%	98%
Transition to post-secondary services addressed	100%	100%	66%	91%	100%
Prior Written Notice provided in timelines	90%	91%	89%	85%	86%

Teacher Development - Based on staff feedback, the Special Education Department developed a comprehensive professional learning plan for all stakeholders to address their unique individual needs. Fliers were developed for each training series and compiled into a special education professional development catalog. During the month of November, trainings occurred for co-teach pairs, teachers, paraprofessionals, campus administrators, and parents. This summer, the Spring ISD Board approved a one-time expenditure to support our Special Education Strategic Priority. One critical initiative in this expenditure was to provide tablets to every Spring ISD special education teacher. The IOS platform was chosen due to the large selection of instructional apps available for students with special needs. The rollout of iPad trainings occurred throughout the month of November and equipped over 230 teachers with iPads. The tablets and knowledge gained from the training will provide opportunities for teachers to use iPads to increase instructional technology integration for students with special needs. In order to ensure 100% of special education teachers are trained, Special Education Coordinators are working with campus principals to secure training dates for campus-based sessions.

Progress Monitoring - Based on PBMAS indicators, individualized special education student data sheets were provided to each campus principal identifying students requiring targeted STAAR support. This will support the campus in strategically differentiating instruction in order to reach our academic achievement goals. Additionally, critical campuses were identified and a Critical Campus Support Plan was developed that incorporates prescribed supports through ongoing data analysis, campus instructional walks, and administrator collaboration.

Direct Student Support - The Spring ISD Every Child 2020 strategic plan identified that literacy is a cornerstone of education. In order to address the significant gap in writing skills for students receiving special education services, the team developed an Academic Supplemental Support Plan. The plan will focus on middle school interventions through rigorous writing lessons that are tied to students' interests and taught by high quality instructors.

IV. Board of Trustees

- A. Discussion and Possible Nomination of Names for New District Buildings and Streets
Justine Durant, Trustee and Board Governance Committee Lead, facilitated a discussion of the nomination of names for District building and streets. The Board discussed bringing forth possible names for the new Middle School #8 and Middle School #9 at the December 11, 2018 Board of Trustees Regular Meeting.

V. Presentations

- A. Unlimited Tax Refunding Bonds, Series 2019
Chief Ann Westbrook presented information regarding an order authorizing the issuance of one or more series of Spring Independent School District Unlimited Tax Refunding Bonds, Series 2019; levying a tax and providing for the security and payment thereof; providing for the award of sale thereof in accordance to specified parameters; authorizing the execution and delivery of a purchase contract, a paying/agent/registrar agreement and an escrow agreement relating to such bonds; approving the preparation of an Official Statement; and enacting other provisions related thereto. Clarence Grier, Managing Director at RBC Capital Markets walked the Board through the preliminary financial planning.
- B. 2018-2019 District Targeted Improvement Plan for Spring Independent School District
Chief Lupita Hinojosa presented the Board with information regarding the 2018-2019 District Targeted Improvement Plan for Spring Independent School District. The Texas Accountability Intervention System (TAIS) requires the Board of Trustees to review and approve the District Targeted Improvement Plan of a district that failed to meet state expectations on the Performance-Based Monitoring Analysis System (PBMAS) results. The presentation included the Targeted Improvement Plan goals, intervention strategies and next steps as well as ongoing implementation and monitoring.

VI. Internal Auditor

- A. Internal Audit – Mid Year Progress Report and Revised Internal Audit Plan
Internal Auditor Patricia Rios provided the Board with and update on the District's audit plan, fraud hotline, a summary of activity funds, attendance and department internal audit reports.

President Newhouse recessed the meeting for a short break at 8:52 PM.
President Newhouse reconvened the meeting at 9:11 PM.

VII. Chief Operations Officer

- A. Safety and Security Bid Package B, 2nd Guaranteed Maximum Price (GMP)
Chief Mark Miranda presented the Board with information on the Safety and Security Bid Package B, 2nd Guaranteed Maximum Price in the amount of \$2,135,444. The 2nd Guaranteed Maximum Price covers safety and security updates for access control, intrusion alarms and cameras at Dekaney High School, Early College High School, Carl Wunsche Sr. High School, Bailey Middle School, Meyer Elementary and Burchett Elementary.
- B. Dekaney High School 9th Grade Center Bid Package A, Initial Guaranteed Maximum Price (GMP)
Chief Mark Miranda presented the Board with information on the Dekaney High School 9th Grade Center Bid Package A, Initial Guaranteed Maximum Price in the amount of \$3,546,773. The initial GMP will cover the site work, utilities, concrete demolition and retaining walls. Additional GMPs will be presented to the Board at a later date.

- C. Spring High School 9th Grade Center Bid Package #1, Initial Guaranteed Maximum Price (GMP)
Chief Mark Miranda presented the Board with information on the Spring High School 9th Grade Center Bid Package #1, Initial Guaranteed Maximum Price in the amount of \$15,170,434. The initial GMP covers the site work, utilities and roadway improvements with allowances for foundation and structural steel. The final budget will be presented to the Board with the final GMP.
- D. North Freeway Bid Package #2, 2nd Guaranteed Maximum Price (GMP)
Chief Mark Miranda presented the Board with information on the North Freeway Bid Package #2, 2nd Guaranteed Maximum Price in the amount of \$380,037.96. The 2nd Guaranteed Maximum Price is for interior renovation and signage. This work will be completed in March 2019.
- E. Amendment 5 to the Facilities Use Interlocal Agreement Between Lone Star College System (LSCS) and Spring ISD for LSCS's Transportation Institute
Chief Mark Miranda presented information to the Board on ratifying Amendment 5 to the Facilities Use Interlocal Agreement between Lone Star College System (LSCS) and Spring ISD for LSCS's Transportation Institute 5. The District entered into an agreement with Lone Star College System to allow them access to buildings and parking lots at the Old Transportation site (Old Hardy Road) in order to hold classes. The original agreement previously approved by the Board, and later amended, needs to be renewed.

VIII. Chief of School Leadership and Student Support Services

- A. 2018-2019 Class Size Waivers
Chief Lupita Hinojosa presented the Board with information on the 2018-2019 Class Size Waiver Requests. Each school district in Texas is required to conduct a class size enrollment survey for grades kindergarten through four. (Prekindergarten and fifth grade classes are not covered by the 22:1 student/teacher ratio requirement.) If any section(s) in kindergarten through grade four exceeds the allowable class size limit of 22:1, the Spring Independent School District must submit a class waiver request. Class size surveys conducted on November 11, 2018, were used to determine the number of waivers needed. The waiver report, which includes the class size waiver requests must be approved by the Board before it is submitted to the Texas Education Agency.
- School: Beneke - 1
Grade: 4th Bilingual-(27)
 - School: Hoyland - 1
Grade: 4th Bilingual (24)
 - School: Lewis Elementary - 2
Grade: 2nd Bilingual (23)
Grade: 2nd Bilingual (24)
 - School: Meyer - 1
Grade: 3rd Bilingual (24)
 - School: Northgate Elementary - 3
Grade: Kindergarten Dual Language (23)
Grade: 2nd Bilingual (24)
Grade: 4th Bilingual (24)
 - School: Thompson - 1
Grade: 1st Bilingual (26)

IX. Chief Financial Officer

- A. Popular Annual Financial Report for the Fiscal Year ending June 30, 2018
 Chief Ann Westbrooks presented the Board with information regarding the Popular Annual Financial Report (PAFR), a brief summary of the District's Comprehensive Annual Financial Report (CAFR). This report is intended to increase public awareness throughout the community about Spring ISD's financial condition by presenting the financial information in a way that is more understandable to parents, students, community members, taxpayers, and other interested parties. The financial information within this report is taken in large part from the District's independently audited set of financial statements. Unlike the CAFR, the PAFR is not prepared in accordance with generally accepted accounting principles.
- B. Request for Proposals (RFP) #19-009 – Arts Integration Services
 Chief Ann Westbrooks presented the Board with information regarding Request for Proposals (RFP) #19-009 – Arts Integration Services. The Spring Independent School District requested competitive sealed proposals for the purpose of identifying Arts Integration Services from a network of vendors to create innovative arts teaching models, in accordance with the terms, conditions, and specifications established within the Request for Proposals.
- C. Request for Proposal (RFP) #19-201 – Districtwide Learning Management System (LMS)
 Chief Ann Westbrooks presented the Board with information regarding Request for Proposal (RFP) #19-201 – Districtwide Learning Management System (LMS). The Spring Independent School District requested competitive sealed proposals for the purpose of identifying vendors to provide a districtwide learning management system for the management of student data including, schedules and grades; online teacher and student collaboration; online content management and assignments; parent/student portal; and user-friendly data entry and reporting.
- D. Taxpayer Refunds
 Chief Ann Westbrooks presented the Board with a report consisting of refunds exceeding \$500.
- E. 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
10/17/2018	CFI Mechanical, Inc.	Chiller Replacements for Westfield High School and Spring High School**	\$1,059,967
10/22/2018	Dell Computer Corporation	Physical Server Equipment**	\$117,185
10/25/2018	Carahsoft Technology Corporation.	Rapid Identity Platinum Bundle for Education Subscription – Spring ISD Portal Single Sign-On	\$70,730
11/01/2018	SHI	Virtual Server License**	\$60,454
11/06/2018	Glazier Foods Company	Foil Roll and Lunch Trays	\$110.447

* Blanket Purchase Order for anticipated annual spend.

**Bond Related Expenditures

X. Closed Session

President Newhouse recessed the open session at 9:37 PM for the purpose of entering into closed session pursuant to the following provisions of the Texas Open Meetings Act:

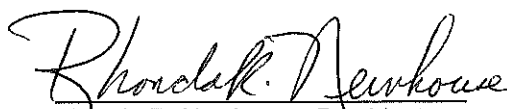
- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property
- 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

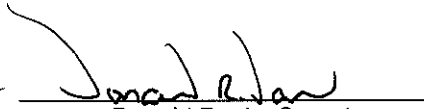
XI. Action on Closed Session Items

President Newhouse reconvened the open session at 10:15 PM.

XII. Adjournment

On a motion by Trustee Gonzales, seconded by Trustee Durant, the Board unanimously adjourned the meeting at 10:15 PM.


Rhonda R. Newhouse, President


Donald Davis, Secretary