

**HUMBLE INDEPENDENT SCHOOL DISTRICT
“FOCUS ON LEARNING”
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Notice is hereby given that a regular meeting of the Board of Trustees will be held on **Tuesday, April 14, 2009 at 6:00 p.m.** The meeting will be held in the Board Room at 20200 Eastway Village, Humble, Texas. The subjects to be discussed or considered or upon which any formal action might be taken are as follows:

Call to order – 6:00 p.m.

Adjourn to Closed Session

Section 551.071 Consultation with Attorney for legal advice, opinion and recommendations.

Section 551.074 Personnel

Deliberate appointment, employment, evaluation, re-assignment, duties, discipline or dismissal of a public employee.

#1 Item (Renewals)

Deliberation concerning the Superintendent's contract recommendations presented in the Contract Renewal Listing dated April 14, 2009 for school year 2009-2010 of administrators, teaching professionals, and non-teaching professionals to: 1) renew or issue certain three-year term contracts; and 2) renew or issue certain one-year term and probationary contracts (including extensions of a fourth year of probationary teacher contract employment).

#2 Item (Non-renewals of Probationary Contracts)

Deliberation concerning the Superintendent's recommendations presented in the Contract Non-Renewal Listing dated April 14, 2009 for school year 2009-2010 that it is in the best interest of the District to terminate the employment contract of certain employees currently employed under a probationary contract, and authorize the Superintendent to send appropriate notice of the Board's intention to terminate the probationary contracts at the end of the 2008-09 school year.

3 (Proposed Non-Renewals of Certified Term Contracts)

Deliberation concerning the Superintendent's recommendations presented in the Contract Non-Renewal Listing dated April 14, 2009 for school year 2009-2010 to propose the non-renewal of the employment contracts of certain certified professional full-time employees currently employed under a term contract, and authorize the Superintendent to send the appropriate notice of proposed non-renewal and to schedule a hearing, if requested, and to do all other things necessary related to preparing for, and holding, such a hearing.

#4 (Non-reissue of Non-Certified Term Contracts)

Deliberation concerning the Superintendent's recommendations presented in the Non-Certified Contract Non-Renewals Listing dated April 14, 2009 for school year 2009-2010 that the District should not re-issue the employment contracts of certain employees currently employed under non-Chapter 21 term contracts, and authorize the Superintendent to advise such employees that their employment with the District will terminate at the end of the current contractual period.

#5 (General Employment Matters)

Deliberation concerning the appointment, employment, evaluation, re-assignment, duties, discipline or dismissal of a public employee.

Section 551.082 Student Expulsions

Section 551.072 Real Estate - Discussion regarding Humble ISD Property located at the Southeast corner of Hermann Street and Avenue F, Humble, TX

If, during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to any item included in this notice, then such closed session as authorized by Section 551.001 et seq of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 – 551.084, inclusive, of the Open Meetings Act

Reconvene regular session – 7:00 p.m.

- Welcome and introduction of Board and administration

- Pledge of Allegiance
- Salute to the Texas flag
- Moment of Silence
- Commendations and recognitions
- Questions and comments by patrons or employees of the district regarding agenda items or any other matters
- Comments by individual Board members
(Recognitions, thanks, and personal comments)
- Comments by the Administration
 - Superintendent regarding student issues, staff issues, facilities issues, funding issues, safe and secure campus issues and Board and district events

- Cabinet members

Cecilia Hawkins:	Deputy Superintendent (HHS Vertical Team, KPHS Vertical Team International Baccalaureate)
Paula Almond:	Associate Superintendent (AHS Vertical Team, KHS Vertical Team, AVID, High Schools of the Future Task Force)
Janet Orth	Learning Support Services (Academics, Professional Development, Instructional Coaching, Science Grant, Kingwood College partnership planning)
Jim Parsons:	Accountability (Curriculum Based Assessments, CWT, SWIS Data Analysis, Demographic Study Update, Needs Assessment, Process Mapping and Systems Review)
Janet Griffin:	Human Resources (Employee Retention and Recruitment, Retire-Rehire program)
Lynn Lynn:	Finance Services (Budget Development, Process Mapping and Systems Review, FIRST Accountability)
Martha Buckner:	Support Services (Facilities planning and maintenance, Transportation services, Safety, and Child Nutrition services)
Mike Drachenberg:	Technology Services (Process Mapping and Systems Review, Instructional Technology training and enhancements)
Karen Perkins:	Community Development (Learning support resources)
Karen Collier:	Public Information (Communications and Teacher of the Year program)
Stephanie Rosenberg	General Counsel, (Contract Review, Legal Counsel)

BOARD ACTION AGENDA

Action: Closed session

Consideration of and action on items addressed in closed session

- a) Approval of personnel recommendations
- b) Consideration student expulsions

Action: Minutes

Consideration of minutes for the regular Board meeting held on March 10, 2009.

Consideration of minutes for the special Board meeting held on March 26, 2009.

Action: Consent agenda

Consideration of items placed on the consent agenda

1. LEARNING REPORTS, CONSIDERATIONS AND PURCHASES

A. Action: Professional Development

Consideration of Capturing Kids' Hearts Professional Development

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the selection of Flippen Group to provide Capturing Kids' Hearts professional development for the entire staff of Summer Creek High School and other District administrators.

B. Action: AVID Membership

Consideration of AVID Membership for the 2009-10 School Year

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the 2009-10 AVID contract implementation.

C. Action: Parsons Associates Contract

Consideration of Parsons Associates Contract

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve an addition of \$8,400 to the Parsons Associates contract for the facilitation of District recommendations to assist in meeting TEA regulations.

D. Report on Math and Science Breakthrough

2. GOVERNANCE REPORTS AND CONSIDERATIONS

A. Action: Boundaries for Lakeshore Elementary School

Consideration of Boundaries for Lakeshore Elementary School

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the Citizens Boundary Advisory Committee Zoning Option 1 as the boundaries for Lakeshore Elementary School.

B. Action: Declaration of Surplus Real Property

Consideration of Declaration as Surplus the Real Property Located at the Corner of Hermann Street and Avenue F in Humble, Texas

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board approve the declaration of surplus property located at the Southeast corner of Hermann Street and Avenue F, in Humble, Texas (which is more particularly described as follows: Lot One (1), in Block Twenty-Five (25), of BENDER'S FIRST ADDITION, an addition in Harris County, Texas according to the map or plat thereof recorded in Volume 5, Page 62 of the Map Records of Harris County, Texas) that is no longer necessary for the operation of the District, and authorize the administration to survey, appraise, and give public notification pursuant to Section 272.001 of the Texas Local Government Code that the District will accept bids for the sale of such land.

C. Report on Racial Profiling and Pedestrian Stop Data

D. Report on Student Code of Conduct

3. FINANCIAL SERVICES REPORTS, CONSIDERATIONS AND PURCHASES

A. Action: Tax Refunds

Consideration of Petitions for Refunds in Excess of \$500

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve petitions for tax refunds.

B. Action: Waiver of P & I

Consideration of Requests for Waiver of Penalty and Interest on Delinquent Taxes

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the requests for waiver of penalty and interest on delinquent tax accounts.

C. Action: Budgetary Amendments

Consideration of Budgetary Amendments

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve budgetary amendments.

D. Financial Services Reports:

Tax Collection – Information Only

Cash & Investment Report – Information Only

Revenues & Expenditures Report – Information Only

Disability, Life, and Vision Benefits – Information Only

4. SUPPORT SERVICES REPORTS. CONSIDERATIONS AND PURCHASES

A. Action: HHS Additions and Renovations Close Out

Consideration of HHS Additions and Renovations Close Out

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the final payment of \$1,804,824.06 to J.T. Vaughn Construction Company, Inc. for the additions and renovations at Humble High School.

B. Action: KHS Additions and Renovations Close Out**Consideration of KHS Additions and Renovations Close Out****ADMINISTRATION RECOMMENDATION**

The Superintendent recommends that the Board of Trustees approve the final payment of \$2,187,072.42 to J.T. Vaughn Construction Company, Inc. for the additions and renovations at Kingwood High School.

C. Action: ES# 26 – Design Development**Consideration of Elementary School #26 Design Development Documents****ADMINISTRATION RECOMMENDATION**

The Superintendent recommends that the Board of Trustees approve the design development documents for Elementary School #26 as prepared by PBK Architects, Inc.

D. Action: CLC Additions and Renovations**Consideration of Community Learning Center Additions and Renovations Design Development****ADMINISTRATION RECOMMENDATION**

The Superintendent recommends that the Board of Trustees approve the design development documents for the Community Learning Center additions and renovations project as prepared by SHW Group.

E. Action: Turner Stadium Additions and Renovations**Consideration of Turner Stadium Additions and Renovations Design Development****ADMINISTRATION RECOMMENDATION**

The Superintendent recommends that the Board of Trustees approve the design development documents for the Turner Stadium additions and renovations project as prepared by PBK Architects, Inc.

F. Action: Architectural Consulting Services**Consideration of Architectural Consulting Services for Bond Projects**

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees authorize the Superintendent to negotiate and finalize contracts for architectural services on the following projects: Elementary School #26 with PBK Architects, Inc.; Community Learning Center Additions and Renovations with SHW Group; Turner Stadium Additions and Renovations with PBK Architects, Inc.

G. Action: Construction Services – Bond 2008

Consideration of Construction Services for Bond 2008 Projects

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees authorize the Superintendent to negotiate and finalize contracts for construction services on the following projects: Elementary School #26 with Tellepsen Builders, L.P.; Community Learning Center Additions and Renovations with Durotech, Inc.; Turner Stadium Additions and Renovations with Brae Burn Construction Company.

H. Action: Architect Selection for KHS Softball Field

Consideration of Architect Selection for KHS Softball Field Project

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve SBWV Architects to provide architectural services for the design and construction related to the Kingwood High School softball field project.

I. Action: SFE Chiller Replacement

Consideration of Shadow Forest Elementary Chiller Replacement

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the selection of York/Johnson Controls to provide two chillers to be installed at Shadow Forest Elementary.

J. Action: Chicken Sandwiches

Consideration of Ready to Serve Chicken Sandwiches

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the selection of Chick-Fil-A to provide pre-packaged ready-to-serve chicken sandwiches to be served at secondary school cafeterias.

K. Action: Tree Removal / Stump Grinding Services

Consideration of Tree Removal/Stump Grinding Services

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the selection of Arbor Care for tree removal services and Lackey's Stump Grinding for stump grinding services.

L. Action: Online Auction Services

Consideration of Online Auction Services for Portable Buildings

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the selection of Lemons Auctioneers to provide online auction services.

M. Action: Demographic Services

Ratification of Demographic Services – Expanded Scope of Work

ADMINISTRATION RECOMMENDATION

The Superintendent recommends that the Board of Trustees ratify the selection of Population and Survey Analysts (PASA) to provide an expanded scope of work to update the prior demographic studies and long-range enrollment projections for the southeast sector of Humble ISD.

5. BOARD REPORTS, CONSIDERATIONS AND PURCHASES

A. Update: Legislative Issues

B. Update: Associations and Committees

C. Future Board business

Consideration of and action on topics for future Board business:

- a) Posted agenda items requiring Board action

- b) Posted agenda items for information, with no action required
- c) Written reports, with no posting or discussion planned
- d) Appointment of Board committees or representatives

- Adjournment

This notice is given pursuant to Section 551.001 et.seq.of the Government Code.

Dated: April 8, 2009

S/

Keith Lapeze, Board Secretary

Note: Copies of attachments and other documentation may be requested from Peggy Young in the Superintendent's Office at 281-641-8001. Full documentation of the items considered by the Board may be viewed on the Humble ISD web site on the day following the Board meeting at www.humble.k12.tx.us.

APPROVED

**HUMBLE INDEPENDENT SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

The Humble Board of Trustees held the regular meeting on March 10, 2009 at 7:00 p.m. in the Board Room, 20200 Eastway Village Drive, Humble, Texas.

Board Members Present: Dave Martin (Mr. Martin left the meeting at 7:00 p.m.)
Dan Huberty
Keith Lapeze
Bonnie Longnion
Charles Cunningham
Brent Engelage
Robert Scarfo

Staff Members Present: Guy Sconzo, Peggy Young, Cecilia Hawkins, Paula Almond, Karen Collier, Janet Orth, Lynn Lynn, Jim Parsons, Mike Drachenberg, Karen Perkins, Janet Griffin, Stephanie Rosenberg, Martha Buckner, Janice Himpele, Marilyn Farrell, Shelley Vineyard, Jennifer Eaton, Allen Miller, Sally Arthur, David Hays, Cathy Airola, Deborah Yocham, Shawn Faciane, Elise Putnam, Kevin Yandell, Catherine Dallas, Krista Malstrom, Roger Westwood, Carol Atwood, John Krippel, Debbie Smith, Matt Wiggins, Allan Griffin, Solomon Cook

The Board met at 5:00 p.m. and adjourned to hear items posted for closed session at 5:01p.m.

The regular meeting was called back to order at 7:00 by Mr. Huberty.

COMMENDATIONS AND RECOGNITIONS

Loren Figueroa – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Jamie Friderichs – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Michelle Gean – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Merritt Krawczyk – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Dannye Osburn – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Lisa Swank – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Jill Vitarius – KHS - 2009 Girls 5-A State Swimming Team – 3rd Place State Champions

Jill Vitarius – KHS – Girls 200 Medley Relay–State Record -1st Place - All American & 1st Team All State

Merritt Krawczyk – KHS – Girls 200 Medley Relay–State Record -1st Place - All American & 1st Team All State

Dannye Osburn – KHS – Girls 200 Medley Relay–State Record -1st Place - All American & 1st Team All State

Jamie Friderichs – KHS – Girls 200 Medley Relay–State Record -1st Place - All American & 1st Team All State

Lisa Swank – KHS – Girls 200 Free Relay – All American & 1st Team All State

Jamie Friderichs– KHS – Girls 200 Free Relay – All American & 1st Team All State

Michelle Gean– KHS – Girls 200 Free Relay – All American & 1st Team All State

Dannye Osburn– KHS – Girls 200 Free Relay – All American & 1st Team All State

Kim Summers – KHS – Girls 400 Free Relay – 1st Team All American & 1st Team All State

Merritt Krawczyk – KHS – Girls 400 Free Relay – 1st Team All American & 1st Team All State

Jill Vitarius – KHS – Girls 400 Free Relay – 1st Team All American & 1st Team All State

Michell Gean – KHS – Girls 400 Free Relay – 1st Team All American & 1st Team All State

Jill Vitarius – KHS – Girls 100 Backstroke - State Champion 1st Place – All State & All American

Michelle Gean – KHS – Girls 100 Backstroke – All American

Merritt Krawczyk – KHS – Girls 100 Breaststroke – State Champion 1st Place – All State – All American

Merritt Krawczyk – KHS – 200 Individual Medley – All American & 1st Team All State

Dannye Osburn – KHS –100 Fly – All American

Loren Figueroa – KHS –All American & 1st Team All State

Steve Ciliske – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Evan Dalton – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Ryan Glander – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Jordan Jones – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Taylor Kneisley – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Will Oswald – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Kyle Sorge – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Austin Wilson – KHS – 2009 Boys Swimming Team – UIL 5-A Swimming State Champions

Ryan Glander – KHS – Boys Medley Relay – 2nd Place 1st Team All State – All American

Taylor Kneisley – KHS – Boys Medley Relay – 2nd Place 1st Team All State – All American

Steve Ciliske – KHS – Boys Medley Relay – 2nd Place 1st Team All State – All American

Kyle Sorge – KHS – Boys Medley Relay – 2nd Place 1st Team All State – All American

Kyle Sorge – KHS – Boys 200 Free Relay – 2nd Place 1st Team All State – All American

Taylor Kneisley – KHS – Boys 200 Free Relay – 2nd Place 1st Team All State – All American

Jordan Jones – KHS – Boys 200 Free Relay – 2nd Place 1st Team All State – All American

Austin Wilson – KHS – Boys 200 Free Relay – 2nd Place 1st Team All State – All American

Jordan Jones – KHS – Boys 400 Free Relay – 2nd Place 1st Team All State – All American

Will Oswald – KHS – Boys 400 Free Relay – 2nd Place 1st Team All State – All American

Ryan Glander – KHS – Boys 400 Free Relay – 2nd Place 1st Team All State – All American

Austin Wilson – KHS – Boys 400 Free Relay – 2nd Place 1st Team All State – All American

Ryan Glander – KHS – Boys 200 Free Relay – All American

Jordan Jones – KHS – Boys 200 Individual Medley – 1st Team All State & All American

Austin Wilson – KHS – Boys 50 Free Relay – 1st Team All State & All American

Kyle Sorge – KHS – Boys 50 Free Relay – All American

Austin Wilson – KHS – Boys 100 Free Relay – 1st Team All State & All American

Jordan Jones – KHS – Boys 500 Free Relay – 1st Team All State & All American

Ryan Glander – KHS – Boys Backstroke – 1st Team All State & All American

Evan Dalton – KHS – Boys Breaststroke – All American

Russell Duin – KHS Staff – 2009 UIL 5-A Men's Swimming State Champion Coach

Laura Ledlow – KHS Staff – 2009 UIL 5-A Men's Swimming State Champion Assistant Coach

Chris Amoruos – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Mark Dix – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Hank Holcomb – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Barrett Johannsen – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Michael Marucci – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Brooks Powell – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Joseph Stanton – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Garrett Stewart – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Mikey Sullivan – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Keith Teel – KPHS – 2009 Boys Swimming Team – UIL 4-A Swimming State Champions

Barrett Johannsen – KPHS – Boys 200 Medley Relay – State Runner Up – 1st Team All State, All American

Garrett Stewart – KPHS – Boys 200 Medley Relay – State Runner Up – 1st Team All State, All American

Mark Dix – KPHS – Boys 200 Medley Relay – State Runner Up – 1st Team All State, All American

Chris Amoruso – KPHS – Boys 200 Medley Relay – State Runner Up – 1st Team All State, All American

Joseph Stanton – KPHS – Boys 200 Freestyle – State Runner Up – 1st Team All State – All American

Brooks Powell – KPHS – Boys 50 Freestyle – 6th Place – 1st Team All State

Joseph Stanton – KPHS – Boys 100 Freestyle – State Runner up – 1st Team All State – All American

Brooks Powell – KPHS – Boys 100 Freestyle – 8th Place – 1st Team All State

Brooks Powell – KPHS – Boys 200 Free Relay – 1st Team All State – All American

Chris Amoruso – KPHS – Boys 200 Free Relay – 1st Team All State – All American

Hank Holcomb – KPHS – Boys 200 Free Relay – 1st Team All State – All American

Joseph Stanton – KPHS – Boys 200 Free Relay – 1st Team All State – All American

Barrett Johannsen – KPHS – Boys 100 Backstroke – 9th Place – 1st Team All State

Brooks Powell – KPHS – Boys 400 Free Relay – State Champions – 1st Team All State – All American

Mark Dix – KPHS – Boys 400 Free Relay – State Champions – 1st Team All State – All American

Barrett Johannsen – KPHS – Boys 400 Free Relay – State Champions – 1st Team All State – All American

Joseph Stanton – KPHS – Boys 400 Free Relay – State Champions – 1st Team All State – All American

Greg McLain – KPHS Staff – 2009 UIL 4-A Boys Swimming State Champion Coach

Bree Schrader – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Zahri Jackson – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Payton Harvey – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Grace Fletcher – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Kaitlyn Boucher – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Kacie Black – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Mariam Amadu – KPHS – 2009 UIL 4-A Girls Cross Country State Championship Team

Brittney Lanehart – KPHS Staff – 2009 UIL 4-A Women's Cross Country State Champion Coach

Kyle Wehrman – KHS – Competitive Placement in The 2009 Texas All State Orchestra

Andrew Ayala – KHS – Competitive Placement in The 2009 Texas All State Band

Stephen Healy – KHS – Competitive Placement in The 2009 Texas All State Band

Kelley Roberts – KHS – Competitive Placement in The 2009 Texas All State Band

Katie Butler – AHS – Competitive Placement in The 2009 Texas All State Choir

Melissa Lubecke – AHS – Competitive Placement in The 2009 Texas All State Choir

Greg Brigham – HHS – Competitive Placement in The 2009 Texas All State Choir

Emily Keepers – KHS – Competitive Placement in The 2009 Texas All State Choir

Julie Rasmussen – KHS – Competitive Placement in The 2009 Texas All State Choir

Clayton Nelson – KHS – Competitive Placement in The 2009 Texas All State Choir

Creekwood Middle School Full Orchestra – Middle School Honor Full Orchestra

Ken Buck – CMS Staff – Middle School Honor Full Orchestra

Missy DeSpain – CMS Staff – Middle School Honor Full Orchestra

Victor Gonzales – FCE – Outstanding Achievement in Visual Art

Grace Topper – FCE – Outstanding Achievement in Visual Art

Olivia Campbell – FCE – Outstanding Achievement in Visual Art

Jerika Lombano – OE – Outstanding Achievement in Visual Art

Bethany Hellmers – OFE – Outstanding Achievement in Visual Art

Abigail Wright – WCE – Outstanding Achievement in Visual Art

Dessire Ekberg – RMS – Outstanding Achievement in Visual Art

Gabby Snell – RMS – Outstanding Achievement in Visual Art

Meagan Solis – AHS – Outstanding Achievement in Visual Art

Ana Sanchez – AHS – Outstanding Achievement in Visual Art

Hannah Ballard – KPHS – Outstanding Achievement in Visual Art
Holly Hansel – KPHS – Outstanding Achievement in Visual Art

QUESTIONS AND COMMENTS BY PATRONS OR EMPLOYEES OF THE DISTRICT

D. Calderon – Boundary Proposition
L. Twomey – ES # 25 Boundaries
B. Madera – PTA/ATPE School Board Candidate Forum on 3/31/09

COMMENTS BY INDIVIDUAL BOARD MEMBERS

The Board of Trustees recognized that this is a very exciting time of the year and how very proud the Board is of all the accomplishments across the district in Fine Arts, Academics and Sports and appreciate the support of the community at all events. The Trustees expressed their gratitude for the continued celebration of “Board Appreciation” by students and staff. The Trustees thanked all patrons/employees for attending the meeting and for bringing their ideas/concerns to their attention regarding boundaries.

COMMENTS BY THE SUPERINTENDENT

Elementary School #25 Boundaries Update

Dr. Sconzo stated that as directed by the Trustees, the CBAC met with Summerwood residents regarding ES #25 attendance boundaries, to see if a compromise could be reached. The Summerwood Residents ES #25 Boundary Team submitted 2 compromise proposals, Zoning Option 2C and Zoning Option 2D. Because of the potential impact of these Zoning Options, on Timbers Elementary School, and in particular, Atasca Woods, Zoning Option 2D was presented at Timbers Elementary School on March 5, 2009, in order to gather input from parents and patrons living in the Timbers Elementary School attendance zone.

He stated that as the next step, the committee composed of the Citizens Boundary Advisory Committee and the Summerwood Residents’ ES#25 Boundary Team will meet to review the input received at the Timbers Elementary community input meeting and to discuss boundary options for Elementary School #25.

Dr. Sconzo stated, that subsequently, the CBAC will meet to formulate an Elementary School #25 boundary recommendation which will be presented to him. At that time, Dr. Sconzo will consider the CBAC recommendation and present his recommendation to the Board of Education at the April 14th Board Meeting. It is very important to everyone involved, students, parents, staff, to have the decided boundary information as soon as possible.

Bond Projects – Bond Sale Update

Dr. Guy Sconzo presented an update on bond sales, stating that the last bond sale from Bond 2005 and the first sale from Bond 2008 were planned for this month. However, in working with our financial advisor and our bond counsel, we will not be conducting this bond sale at this time. The problem is that there has been no Federal action yet to approve the increase in the eligibility cap for securing bonds with the Permanent School Fund (PSF). And to make matters worse, one of the negative ripple effects of the current economy is that there are no longer any bond insurance companies left in existence. Hence, purchasing insurance instead of having the PSF guarantee is no longer an option. Without the PSF guarantee or insurance for bonds, we would have to pay a much higher interest rate on bonds sold and I believe we must hold off and try not to have to do that as much as possible.

Having made this decision to delay the planned March bond sale, we now have to somehow try to not lose ground on bond projects that are "must haves" for initiating this summer, because losing ground would be up to a year's delay in planned and needed roof replacements, HVAC replacements, CLC renovations and additions, ES #26, and Turner Stadium renovations. The immediate amount required to begin and/or complete these critical projects is \$12.9 million.

In order to avoid the interest costs of any short-term borrowing, we will need to redirect a significant portion of unencumbered balances in Bond 2005 projects in order to fund the \$12.9 million in "must have" summer projects. Most prominently, in terms of short-term impact, what this means is:

- All unencumbered capital outlay fund balances for departments and campuses will be redirected immediately. Until we issue the next bond sale (hopefully no later than September 2009) when all of those funds will be reestablished for departments and campuses, and
- The majority of our technology bond funds will be redirected, including computer replacements, until we issue the next bond sale (hopefully no later than September 2009) when all those funds will be reestablished for the respective technology bond fund accounts.

Taking these and other actions will yield us the \$12.9 million in bond funds needed to not jeopardize the loss of a year in "must have" bond projects slated for this summer.

Dr. Sconzo stated again, based on what we know has been proposed for increasing the Permanent School Fund (PSF) eligibility cap and the advice of bond counsel and our financial advisor, we continue to believe that we will be able to move forward with our planned March bond sale by September 2009. In the worse case scenario, we will have to consider conducting the bond sale absent the PSF guarantee at that time.

ACTION ITEMS FROM CLOSED SESSION

Personnel - A motion was made by Mr. Lapeze to approve the personnel recommendations as presented by administration. The motion was seconded by Mr. Scarfo. The motion passed with the vote six (6) for and zero (0) against.

Please see Personnel Recommendations on the following pages.

HUMBLE INDEPENDENT SCHOOL DISTRICT PERSONNEL RECOMMENDATIONS March 10, 2009

RETIREMENT

		<u>Campus</u>	<u>Assignment</u>	<u>Eff. Date</u>
Belger	Donna	Kingwood High	Office Assistant	June 9, 2009
Denning	Jean	Oak Forest Elementary	Nurse	June 4, 2009
Plagens	Terri	Atascocita High	Social Studies Inst. Coach	June 4, 2009

RESIGNATIONS

		<u>Campus</u>	<u>Assignment</u>	<u>Reason</u>	<u>Eff. Date</u>
Armstrong	Stephanie	Timberwood Middle	8 th grade RELA teacher	Attending Graduate School	June 4, 2009
Gibbs	Cameron	Quest High	Science Facilitator	Personal	February 27, 2009
Gonzalez	Sonia	Pine Forest Elementary	1 st grade teacher	Husband transferred	February 27, 2009
Gutierrez	Patricia	Atascocita High	Head Girls Basketball Coach/Teacher	Husband transferred	June 4, 2009
Hester	William	Oaks Elementary	PE teacher	Seeking new challenges	June 4, 2009
Jenkins	Chelsea	Humble High	Dance Director	Personal	June 30, 2009
Jones	Jamye	Humble/North Belt Elem	Art	Medical reasons	February 24, 2009
Redamak	Sara	Jack Fields Elementary	4 th grade teacher	Husband transferred	March 31, 2009
Swonke	Hollie	Kingwood Middle	8 th grade counselor	Health	February 20, 2009
Ware	Tephanie	Atascocita High	Math	Personal	July 25, 2009

BREACH OF CONTRACT

Lowery	Mary Angela	Shadow Forest Elem	Speech-Language Pathologist	Accepted another position	March 13, 2009
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RECOMMENDATIONS FOR PROFESSIONAL EMPLOYMENT

	<u>Degree</u>	<u>Certification</u>	<u>Assignment</u>	<u>Exp.</u>	<u>Eff. Date</u>	<u>Previous Emp.</u>
Humble High 001						
Rector, Regina	M.A./Oral Roberts University	Mathematics (8-12)	Algebra	1 year	Jan. 29, 2009	Private School
Community Learning Center 005						
Harrison, Adrienne	B.A./University of Houston	Licensed Master Social Worker	Social Worker	7 years	March 2, 2009	Houston ISD
Summer Creek High 014						
Doebele, Luke	B.B.A./Sam Houston State University	ACP P.E. (EC-12)	PE/Head Boys & Girls Golf	None	2009-2010	Private Industry
Le, Tom	M.S./University of Houston	Math (4-8)	Math/Head Tennis Coach	8 years	2009-2010	Galena Park ISD
McDonald, Angela	B.S./Sam Houston State University	Secondary PE (6-12)	PE/Head Girls Basketball	12 years	2009-2010	Cypress-Fairbanks ISD
McDonald, Brent	M.Ed./Stephen F. Austin State Univ.	All-Level Physical Ed./	Speech/Head Baseball	16 years	2009-2010	Cypress-Fairbanks ISD

Rahmberg, Lauren	B.S./Abilene Christian University	Secondary English (6-12) Life Sciences (8-12)	Coach Biology/Head Girls Volleyball	1 year	2009-2010	Northside ISD
Ross Sterling MS 048						
Johnson, Melvin	M.A./Prairie View A&M	Special Education (EC-12)	Special Education	5 years	Feb. 2, 2009	Spring ISD
Zelenske, Danielle	B.S./Sam Houston State University	Science (4-8)	Science	None	Feb. 23, 2009	Humble ISD
Humble Elementary 101						
Gallow, Julie	B.A./American Intercontinental Univ.	Art (EC-12)	Art also North Belt Elem	None	March 2, 2009	Humble ISD
North Belt Elementary 103						
Russell, Joy	M.S./Long Island University	Generalist (EC-4)	4 th grade	2 years	Feb. 24, 2009	NYC Board of Education
Valencia, Angelia	M.A./University of Houston	Bilingual Generalist (4-8)	4 th grade Bilingual	1 year	Feb. 4, 2009	Calallen ISD
Bear Branch Elementary 106						
Crawford, Jill	B.A./Southern New Hampshire Univ.	Special Ed Out of State	Special Education	4 years	Feb. 18, 2009	Nashua School District
Oaks Elementary 108						
Haskins, Ramesha	B.S./Sam Houston State University	Generalist (EC-4)	2 nd grade	None	Feb.2, 2009	Recent Graduate
Jack Fields Elementary 117						
McPhail, Sara	B.A./Florida Atlantic University	Elementary Out of State	4 th grade	9 years	Feb. 20, 2009	Suffolk County Schools
River Pines Elementary 123						
Clark, Joy	B.S./Sam Houston State University	Self-Contained (1-8)	General Ed Intervention 80%	2 years	Feb. 11, 2009	Private Industry

RECOMMENDATION

It is recommended that Douglas Hahn be appointed to the position of System Analyst, effective March 10, 2009. Mr. Hahn is currently working for Huntsville ISD.

Experience: 15 years

It is recommended that Matt Wiggins be appointed to the position of Elementary #25 Assistant Principal effective June 1, 2009. Mr. Wiggins is currently a Physical Education Teacher at Fall Creek Elementary.

Experience: 8 years

Degree: M.Ed./Stephen F. Austin State University

Certificate: Principal (EC-12)

STUDENT EXPULSIONS

A motion was made by Dr. Longnion to accept the student placement in an alternative education program as presented by the Superintendent as follows: V.R., effective: 01-28-09; D.W., effective: 02-09-09 and D.S., effective: 02-09-09. Rescinded placement in an alternative education program as follows: A.B, effective 02-03-09. The motion was seconded by Mr. Cunningham. The motion passed with the vote six (6) for and zero (0) against.

APPEAL (LEVEL III) INVOLVING EXPULSION OF HUMBLE ISD STUDENT – A

A motion was made by Dr. Longnion to remand the expulsion appeal of Student A, to the Board's designee to rehear and consider the evidence presented before the Board this evening; the student shall return to the District's long term program pending the decision of the Board's designee. The motion was seconded by Mr. Cunningham. The motion passed with the vote six (6) for and zero (0) against.

MINUTES FROM THE PREVIOUS MEETING

A motion was made by Mr. Cunningham to approve the minutes for the regular Board meeting held on February 3, 2009. The motion was seconded by Dr. Longnion. The motion passed with the vote six (6) for and zero (0) against.

CONSENT AGENDA

After review, a motion was made by Dr. Longnion to approve the following board items by consent: Learning: A; Governance: A, C and D; Financial Services: A, B, D and E; Support Services: B, D and E. The motion was seconded by Mr. Lapeze. The motion passed with the vote six (6) for and zero (0) against.

1. LEARNING REPORTS, CONSIDERATIONS AND PURCHASES

A. Deaf Education Services

Consideration of Deaf Education Services

The Superintendent recommends that the Board of Trustees approve the Shared Services Arrangement for Deaf Education Services between Humble ISD and New Caney ISD.

Approved by consent.

2. GOVERNANCE REPORTS, CONSIDERATIONS AND PURCHASES

A. Calendar 2009-2010

Consideration of the School Calendar for 2009-2010

The Superintendent recommends that the Board of Trustees approve Calendar Option A for the 2009-2010 school year.

Approved by consent.

B. Elementary School No. 25

Consideration of Naming Elementary School No. 25

A motion was made by Mr. Lapeze to accept the Superintendent's recommendation that the Board of Trustees approve Lakeshore Elementary School as the name for Elementary School No. 25. The motion was seconded by Dr. Longnion. The motion passed six (6) for and zero (0) against.

C. Middle School No. 8

Consideration of Naming Middle School No. 8

The Superintendent recommends that the Board of Trustees approve Woodcreek Middle School as the name for Middle School No. 8.

Approved by consent.

D. Policy CV (LOCAL) Revisions

Consideration of Revisions to CV (LOCAL) Policy Regarding Purchasing Methods for Construction Projects

The Superintendent recommends that the Board of Trustees adopt the proposed revisions to policy CV (LOCAL) regarding purchasing methods for construction projects.

Approved by consent.

3. FINANCIAL REPORTS, CONSIDERATIONS AND PURCHASES

A. Tax Refunds

Consideration of Petitions for Refunds in Excess of \$500

The Superintendent recommends that the Board of Trustees approve petitions for tax refunds.

Approved by consent.

B. Waiver of P & I

Consideration of Requests for Waiver of Penalty and Interest on Delinquent Taxes

The Superintendent recommends that the Board of Trustees approve the requests for waiver of penalty and interest on delinquent tax accounts.

Approved by consent.

C. Extension of Bank Depository Contract

Consideration of Board Resolution Extending Bank Depository Contract for an Additional Two Year Term

A motion was made by Mr. Lapeze to accept the Superintendent's recommendation that the Board of Trustees approve the resolution extending the depository contract for funds of the Humble Independent School District with JPMorgan Chase Bank, N.A. for an additional two years beginning July 1, 2009 and ending June 30, 2011. The motion was seconded by Mr. Cunningham. Following discussion, the motion passed with the vote six (6) for and zero (0) against.

D. Policy CDA (LOCAL)

Consideration of Changes to Investment Strategies, the Certification by Financial Counter-Parties and Sources of Training, and Adoption of the Written Statement Related to Policy CDA (LOCAL)

The Superintendent recommends that the Board of Trustees approve the recommended changes to the Investment Strategies, the Certification by Financial Counter-Parties, Sources of Training, and Adoption of the Written Statement related to Policy CDA (LOCAL).

Approved by consent.

E. Budgetary Amendments

Consideration of Budgetary Amendments

The Superintendent recommends that the Board of Trustees approve budgetary amendments.

Approved by consent.

F. Health Care Administration Service Provider

Consideration of Health Care Administration Service Provider

A motion was made by Mr. Lapeze to accept the Superintendent's recommendation that the Board of Trustees approve the selection of United Healthcare to provide Health Care Administration Services for the District's Health Care Program. The motion was seconded by Dr. Longnion. Following discussion, the motion passed with the vote six (6) for and zero (0) against.

G. Financial Services Reports

There was no discussion regarding the following reports:

Tax Collection – Information Only

Cash & Investment – Information Only

Revenue & Expenditures – Information Only

2009-10 Budget Development – Information Only

4. SUPPORT SERVICES REPORTS, CONSIDERATIONS AND PURCHASES

A. Fall Creek Elementary Close Out

Consideration of Close Out and Final Payment Gamma Construction Company

A motion was made by Mr. Lapeze to accept the Superintendent's recommendation that the Board of Trustees approve the final payment of \$547,611.00 for a total project cost of \$10,937,115.00 to Gamma Construction Company for the construction of Fall Creek Elementary. The motion was seconded by Dr. Longnion. The motion passed with the vote six (6) for and zero (0) against.

B. CLC Renovations and Additions – CM at Risk

Consideration of Community Learning Center Renovations and Additions
Construction Manager at Risk

The Superintendent recommends that the Board of Trustees approve the selection of Durotech, LP, as the Construction Manager at Risk for the renovations and additions at the Community Learning Center.

Approved by consent.

C. Elementary School No. 26 – Building Commissioning

Consideration of Elementary #26 Building Commissioning

A motion was made by Mr. Lapeze to accept the Superintendent's recommendation that the Board of Trustees approve the selection of Bath Commissioning Corporation as the Building Commissioning Agent for Elementary #26. The motion was seconded by Mr. Scarfo. Following a lengthy discussion, the motion passed with the vote four (4) for and two (2) opposed. Mr. Huberty and Mr. Scarfo opposed.

D. Turner Stadium Renovation – CM at Risk

Consideration of Approval of Braeburn Construction Company Ltd., LLP, as the Construction Manager at Risk for the Turner Stadium Renovation project

The Superintendent recommends that the Board of Trustees approve the selection of Brae Burn Construction Company Ltd., LLP, as the Construction Manager at Risk for the renovations at Turner Stadium.

Approved by consent.

E. MUD No. 342 Tap Fees

Consideration of Harris County Municipal Utility District No. 342 Tap Fees for Middle School No. 8

The Superintendent recommends that the Board of Trustees approve the payment of \$535,795.75 to Harris County Municipal Utility District No. 342 for tap fees related to Middle School No. 8

Approved by consent.

5. BOARD REPORTS, CONSIDERATIONS AND PURCHASES

A. Secondary Class Size

There was no discussion regarding administration's report on Secondary Class Size.

B. Legislative Issues

- Legislative Committee recognized for a job well done.
- On March 9th the Legislative Committee met and formulated a message to the elected officials in Austin, from Humble ISD.

- February 26th was PTA's day at the Capitol which was very successful in delivering the message to the elected officials, that the current funding formula is not equitable to all Texas school districts.
- The Board recognized Dr. Sconzo's lengthy meeting with the Lt. Governor regarding school finance.
- The Texas Senate appears to understand and strongly support the need for additional funding and more equalized funding. House members' efforts are not as cohesive.
- Two bills – which are mirror images of each other – appear to be the ones we need to hang our hat on at this time. They are SB 982 (written by Sen. Van de Putte) and HB 1555 (written by Rep. Diane Patrick). There are no reliable simulations on how the money would flow at this time.

C. Associations and Committees

Finance Committee Update

- FEMA Reimbursement – \$1.2 million
- Property Casualty Insurance Renewal – because of Hurricane Ike, there may be up to a 10% increase in fees.

There being no further business, the meeting was adjourned at 9:20 p.m.

Secretary

President

Note: Copies of attachments and other documentation may be requested from Peggy Young in the Superintendent's Office at 281-641-8001. Full documentation of the items considered by the Board may be viewed on the Humble ISD web site on the day following the Board meeting at www.humble.k12.tx.us.

APPROVED

**HUMBLE INDEPENDENT SCHOOL DISTRICT
SPECIAL MEETING AND WOKKSHOP
OF THE BOARD OF TRUSTEES**

The Humble Board of Trustees held a special meeting and workshop on Thursday, March 26, 2009 at 5:00 p.m. at Humble ISD Administration Building, 20200 Eastway Village Drive, Humble, Texas.

Board Members Present: Dan Huberty
Keith Lapeze
Bonnie Longnion
Brent Engelage
Charles Cunningham (arrived at 5:45 p.m.)
Dave Martin (arrived at 7:15 p.m.)

Staff Members Present: Guy Sconzo, Peggy Young, Cecilia Hawkins, Paula Almond, Janet Orth, Mike Drachenberg, Karen Collier

Mr. Huberty called the meeting to order at 5:12 p.m.

BOARD ACTION AGENDA

1. BOARD REPORTS, CONSIDERATIONS AND PURCHASES

Resolution in Honor of David Sitton

A motion was made by Dr. Longnion that the Board approve the Resolution declaring March 27th as David Sitton Day in Humble ISD. The motion was seconded by Mr. Scarfo. Dr. Longnion read the Resolution into the record. The motion passed unanimously.

There being no further business the special meeting of the Trustees was adjourned at 5:20 p.m.

Mr. Huberty opened the workshop at 5:30 p.m. for the Board to discuss and work with staff on the District Mision/Vision/Beliefs. The workshop adjourned at 7:00 p.m.

Secretary

President

Note: Copies of attachments and other documentation may be requested from Peggy Young in the Superintendent's Office at 281-641-8001. Full documentation of the items considered by the Board may be viewed on the Humble ISD web site on the day following the Board meeting at www.humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input checked="" type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input checked="" type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input checked="" type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: Professional Development

Consideration of Capturing Kids' Hearts Professional Development

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of Flippen Group to provide Capturing Kids' Hearts professional development for the entire staff at Summer Creek High School and other District administrators.

Background /Impact Information:

"If you have a child's heart, you have his head." - Flip Flippen

Capturing Kids' Hearts is a three-day off-site learning experience that provides tools for administrators, faculty and staff to build positive, productive, trusting relationships - among themselves and with their students. These processes can transform the classroom and campus environment, paving the way for high performance.

Outcomes: Participants will learn proven, repeatable skills that help:

- *Develop safe, trusting, self-managing classrooms
- *Improve classroom attendance by building students' motivation and helping them take responsibility for their actions and performance
- *Decrease delinquent behaviors such as disruptive outbursts, violent acts, drug use and other risky behavior
- *Utilize the EXCEL Model and reinforce the role of emotional intelligence in teaching
- *Develop students' empathy for diverse cultures and backgrounds

The staff development will be held at the Humble Civic Center on July 21-23, 2009.

Fiscal Impact Statement: The cost of this professional development will be provided by ESEA, Title II, Part A - Teacher and Principal Training and Recruiting Funds.

Cost: \$67,900

Budgetary Codes:

Recurring

Fund	Func	Object	Sub-Object	Org	PIC
2550 -	13 -	6299 -	00 -	841 -	24
2550-	13 -	6411 -	00 -	841 -	24

One-Time

Funding Source:

General Fund

Grant Funds (Specify):

Fiscal Year: 2009

Title II

Bond Funds (Specify):

Amendment Required? Yes No

Other Funds (Specify):

Attachments: N/A

Campus/Department Submitting Form: Summer Creek High School

Date Submitted: March 26, 2009

Resource Personnel:

Trey Kraemer, 281-641-5400, trey.krammer@humble.k12.tx.us

Janet Orth, 281-641-8116, janet.orth@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input checked="" type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input checked="" type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input checked="" type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: AVID Membership Agreement

Consideration of AVID Membership Agreement for the 2009-10 School Year

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the implementation of the 2009-10 AVID Membership Agreement.

Background /Impact Information:
 Humble ISD has partnered with the AVID Center to provide professional development for teachers and administrators to learn the AVID methodologies and to teach and implement these strategies in the AVID elective classes and in the academic subject area classes throughout their schools. Two days a week, students are coached by trained college tutors to work in problem-solving collaborative groups using a curriculum focused on writing and inquiry. Special study skills, note-taking techniques and notebook organization are requirements of the AVID elective class. Students receive motivational presentations by guest speakers and attend field trips to colleges and universities. All participating schools have selected students for their AVID program in accordance with the selection criteria established in the AVID Essentials, with a focus on students least served with college potential. By approving the Superintendent's recommendation contained in this agenda item, the Board of Trustees authorizes the Superintendent to take any and all steps necessary to negotiate, finalize and execute a membership agreement with AVID for the upcoming 2009-2010 school year.

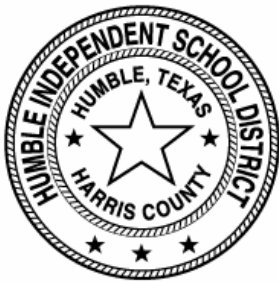
Fiscal Impact Statement: The cost of this professional development will be provided by 2009-10 High School Allotment Funds.
 Cost: \$42,574

<input type="checkbox"/> Recurring	Budgetary Codes:					
<input checked="" type="checkbox"/> One-Time	Fund	Func	Object	Sub-Object	Org	PIC
	-	-	-	-	-	-
	-	-	-	-	-	-

Funding Source:
 General Fund
 Grant Funds (Specify):

Fiscal Year: 2009-10

High School Allotment Fund <input type="checkbox"/> Bond Funds (Specify): <input type="checkbox"/> Other Funds (Specify):	Amendment Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Attachments: N/A	
Campus/Department Submitting Form: Deputy Superintendent's Office	
Date Submitted: March 30, 2009	
Resource Personnel: Susan K. Tibbetts 281-641-8215 susan.tibbetts@humble.k12.tx.us Paula Almond 281-641-8109 paula.almond@humble.k12.tx.us	



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

- Regular Meeting**
- Special Meeting /Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information / Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

Number of Board Meetings item is planned to be presented:

- This Agenda Only
- Other, explain:

Title: Parsons Associates Contract

Consideration of Parsons Associates Contract

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve an increase in the amount of \$8,400 to the Parsons Associates Contract for the facilitation of District recommendations to assist in meeting TEA regulations.

Background /Impact Information:

On August 1, 2008 Parsons Associates was contracted to provide external support for the 2008-09 school year at Humble High School. The original contract estimated that the support would be provided through 41 person-days of on-site and off-site support. The proposed cost was \$24,600 which covered 41 days at \$600 per day.

In order to complete the work begun in support of Humble High School, it is proposed that the district contract for an additional 14 person days of on-site and off-site support at the rate of \$600 per day for a total of \$8,400. This support would include:

- Support and facilitation for ten meetings of the Administrative Leadership Team
- A planning retreat for the Leadership Team at the end of the school year
- Data collection and analysis for use in campus planning
- Other planning meetings with campus and district administrative staff

The goals for this support are the same as those in the original contract from August, 2008.

Fiscal Impact Statement: The cost of this service will be provided by the Learning Division Budget within the General Fund.

Cost: \$8,400

- Recurring
- One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
1999	- 21	- 6219	- 00	- 850	- 99

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year: 2008

Amendment Required? Yes No

Attachments: N/A

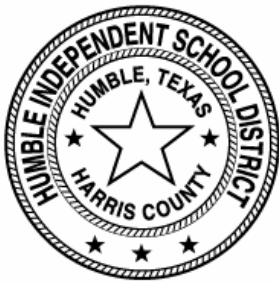
Campus/Department Submitting Form: Deputy Superintendent

Date Submitted: March 26, 2009

Resource Personnel:

Dr. Cecilia Hawkins 281-641-8110 cecilia.hawkins@humble.k12.tx.us

INFORMATION ONLY



Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion:

Regular Meeting

Special Meeting
/Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information
/ Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

**Number of Board Meetings item
is planned to be presented:**

- This Agenda Only
- Other, Explain:

Title: Math and Science Breakthrough

Report on Math and Science Breakthrough

Background /Impact Information:

As we near the completion of Year 2 of our Math and Science Breakthrough initiative, there is evidence of continuous - albeit incremental - progress toward the academic excellence we are experiencing in reading, writing, and social studies.

The fall report outlined the breadth of the initiative, with a focus on the multiple strategies in place that we know will continue to move us forward, as evidenced by the improvement in student performance in math and science in 2008.

This report will focus on the depth of the initiative - "staying the course" with the action plan - including quantitative, qualitative and anecdotal evidence that the changes in structures and culture are systematic and systemic.

Fiscal Impact Statement: Costs associated with this breakthrough plan were included and budgeted per the Student Achievement Improvement Plan for 2008 - 09.

Cost:

- Recurring
- One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: N/A

Campus/Department Submitting Form: Assistant Superintendent for Learning Support

Date Submitted: March 30,2009

Resource Personnel: Janet Orth (281) 641-8116 janet.orth@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input checked="" type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: Boundaries for Lakeshore Elementary School

Consideration of Boundaries for Lakeshore Elementary School

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the Citizens Boundary Advisory Committee Zoning Option 1 as the boundaries for Lakeshore Elementary School.

Background/Impact Information:

Work is still underway to develop boundaries for Lakeshore Elementary School (LSE), which is located in the Lakeshore subdivision just west of West Lake Houston Parkway. LSE is scheduled to open in August, 2009.

The Population and Survey Analysts (PASA), the demographic firm which has been working with Humble ISD since 2004, provided three suggestions for boundaries along with enrollment projections for LSE (CBAC Zoning Options 1-3), which were used by the Citizens Boundary Advisory Committee (CBAC) as a starting point in boundary deliberations.

During deliberations, the CBAC developed a fourth boundary option (CBAC Zoning Option 4). All four boundary options moved students currently in the Summerwood attendance zone from Summerwood Elementary to Lakeshore Elementary.

CBAC Zoning Options 1-4 were presented to parents and patrons at Summerwood Elementary School on January 19, 2009, in order to gather input regarding each of the options from those potentially impacted by the boundary changes.

Following the community input meeting, the CBAC met and considered the input gathered at the community input meeting, enrollment projections, pros and cons, and costs and recommended CBAC Zoning Option 4 to the Superintendent. This option moved students

who live east of Duessen Parkway, students who live in Whispering Pines Village north of Duessen Parkway, and students from Waters Edge on Lake Houston, Lakeshore, Park Lakes Northeast, and Summer Lakes Ranch from Summerwood Elementary to Lakeshore Elementary beginning in August, 2009.

The superintendent presented the CBAC recommendation as his recommendation to the Board of Education at the February 10, 2009 Board Meeting.

At the February 10 Board Meeting, several speakers representing the Summerwood Residents' ES25 Boundary Team addressed the Board and shared their concerns about moving students living in the Summerwood community out of Summerwood Elementary School. A proposal (Zoning Option 2B) was presented to the Board which would keep all students who live in the Summerwood community and Lakeside Terrace at Summerwood Elementary School.

At that time, the Board of Education directed the CBAC to meet with the Summerwood Residents ES25 Boundary Team to see if a compromise could be reached.

At the first joint meeting of the CBAC and the Summerwood Residents ES25 Boundary Team, the Summerwood residents withdrew Zoning Option 2B which was based on building an addition to Summerwood Elementary School and allowing open transfers from SWE to LSE, neither of which is viable. The Summerwood Residents ES25 Boundary Team submitted two compromise proposals, Zoning Option 2C and Zoning Option 2D.

Zoning Option 2C moved students who live in Lake Forest Village and in the portion of Whispering Pines Village north of Duessen Parkway, as well as students from Waters Edge, Lakeshore, Park Lakes Northeast, and Summer Lakes Ranch from Summerwood Elementary to Lakeshore Elementary beginning in August, 2009.

Zoning Option 2D would move students who live in Lake Forest Village and in the portion of Whispering Pines Village north of Duessen Parkway, as well as students from Waters Edge, Lakeshore, Park Lakes Northeast, and Summer Lakes Ranch from Summerwood Elementary to Lakeshore Elementary beginning in August, 2009. Further, Zoning Option 2D would move students who live in Atasca Woods from Timbers Elementary School to Lakeshore Elementary beginning in August, 2009.

Because it potentially has an impact on Timbers Elementary School, and in particular, Atasca Woods, Zoning Option 2D was presented at Timbers Elementary School on March 5, 2009, in order to gather input from parents and patrons living in the Timbers Elementary School attendance zone.

As a next step, the committee composed of the Citizens Boundary Advisory Committee and the Summerwood Residents' ES#25 Boundary Team met on March 12, 2009 to review the input received at the Timbers Elementary community input meeting and to discuss boundary options for Lakeshore Elementary.

Subsequent to that meeting, the CBAC met and chose to recommend CBAC Zoning Option 4 (modified so that all students living on Summerwood Lakes Drive stay at SWE) which was presented to the superintendent on March 23, 2009. This is a modified version of the recommendation which was originally presented to the Superintendent and to the Board of Education at the February 3, 2009 Board Meeting.

After considering the CBAC recommendation, enrollment projections, and the pros and cons, the Superintendent has chosen to recommend CBAC Zoning Option 1 (Attachments 1-4) to the Board for their consideration. CBAC Zoning Option 1 is a compromise between the Citizens Boundary Advisory Committee's original recommendation (CBAC ZO4) and the proposals put forth by the Summerwood Residents' ES25 Boundary Team. The difference between the CBAC recommendation (CBAC Zoning Option 4) and the Superintendent's recommendation (CBAC Zoning Option 1) is that under CBAC Zoning Option 1, all of Whispering Pines Village remains at Summerwood Elementary School, whereas the portion of Whispering Pines Village north of Duessen Parkway would be split from the rest of Whispering Pines Village and sent to Lakeshore Elementary under CBAC Zoning Option 4.

Under CBAC Zoning Option 1, elementary students living in the following subdivisions/villages are moved from SWE to LSE beginning in August, 2009: Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, Lake Forest Village, Lake Park Village, Suncrest Village, South Pointe Village, and Lakeside Terrace. (Attachment 1)

Further, under CBAC Zoning Option 1, Summerwood Elementary School is projected to be capable of serving their assigned students through the 2017-18 school year with the 3 portable buildings currently on the campus; and Lakeshore Elementary is projected to be capable of serving their assigned students through the 2015-16 school year with no portable buildings and through the 2017-18 school year with the addition of 4 portable buildings. This boundary option is projected to delay the need for another elementary school until at least the 2018-19 school year. (Attachments 5-6)

Fiscal Impact Statement: The additional cost of Zoning Option 1 is estimated at \$145,990. Forty-seven teachers would be needed at SWE if boundaries remain unchanged. Since a total of 49 teachers will be needed at SWE (27 teachers) and LSE (22 teachers) combined, funds will be needed for 2 additional teachers (approx. \$102,990). Approximately \$36,000/year is currently being spent to transport students on three buses who live west and north of West Lake Houston Parkway to SWE. One less bus will be needed to transport these students since part of them will be attending ES#25. Six buses will be needed to transport students to ES#25. The total cost for 8 buses will be approximately \$79,000/year, or approximately \$43,000/year more than is now being spent. (Attachments 7-10)

Estimate Cost: \$145,990

<input type="checkbox"/> Recurring	Fund	Func	Object	Sub-Object	Org	PIC
<input type="checkbox"/> One-Time			-	-	-	-
			-	-	-	-

Budgetary Codes:

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments:

Attachment 1	Enrollment Projections - CBAC ZONING OPTION 1
Attachment 2	Map - CBAC ZONING OPTION 1
Attachments 3-4	CBAC ZONING OPTION 1 - Pros and Cons
Attachment 5-6	Enrollment Projections - SWE, LSE, TE, ESE, ES#26
Attachment 7-10	Boundary Option Comparison

Campus/Department Submitting Form: Deputy Superintendent's Office

Date Submitted: March 27, 2009

Resource Personnel:

John Widmier	281-641-8117	john.widmier@humble.k12.tx.us
Dr. Cecilia Hawkins	281-641-8110	cecilia.hawkins@humble.k12.tx.us

**LAKESHORE ELEMENTARY SCHOOL
SUMMERWOOD ELEMENTARY SCHOOL**

ENROLLMENT PROJECTIONS - CBAC ZONING OPTION 1

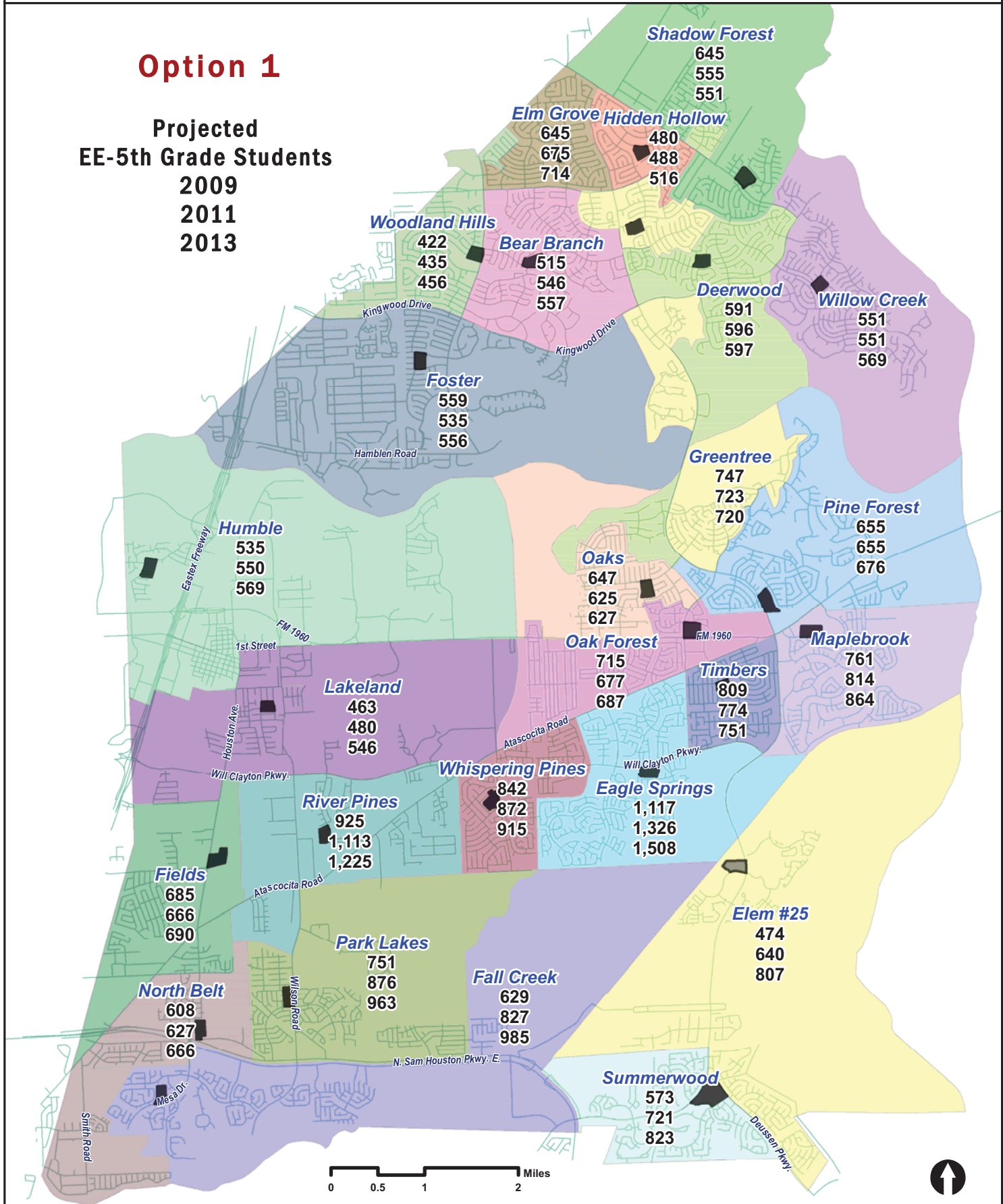
PROPOSED CHANGES	PROJECTED ENROLLMENT					
<p>Elementary students living in the following subdivisions/apartment complexes will remain at Summerwood Elementary School:</p> <ul style="list-style-type: none"> Pine Oak Glen Wood Shadow Pointe Edgewater Village Whispering Pines Verde Woodson Park Apartments Laurel Crossing Kingston Village Hunters Ridge Estates Greenwood Meadow Estates Forest Glen Timberlake Estates Forest Pointe Oakwood Glen <p>Elementary students living in the following subdivisions/apartment complexes will be moved to the Lakeshore Elementary attendance zone.</p> <ul style="list-style-type: none"> Waters Edge Lakeshore Park Lakes Northeast Summer Lakes Ranch Lake Forest Village Lake Park Village Suncrest Village South Pointe Village Lakeside Terrace 	CAMPUS	2009-10	2010-11	2011-12	2012-13	2013-14
	SWE (1)	553	628	695	756	794
	LSE (2)	447	513	603	671	761
	<p>(1) Summerwood Elementary School Capacity: 755 (2) Lakeshore Elementary School Capacity: 950</p>					

Humble I.S.D. Elementary Zoning



Option 1

**Projected
EE-5th Grade Students
2009
2011
2013**



**LAKESHORE ELEMENTARY SCHOOL
SUMMERWOOD ELEMENTARY SCHOOL**

CBAC ZONING OPTION 1

PROS AND CONS

CHARGE	PROS	CONS
<p><i>Campuses are utilized effectively.</i></p> <p><i>(For this charge, the capacity of SWE without portables (755) was used.)</i></p>	<p>Campuses projected to be within 5% of capacity... *</p> <p>in 2012-13: Summerwood Elementary (100%)</p> <p>in 2013-14: Summerwood Elementary (105%)</p>	<p>Campuses projected to be less than 95% or more than 105% of capacity:</p> <p>in 2009-10: Summerwood Elementary (73%) Lakeshore Elementary (47%)</p> <p>in 2010-11: Summerwood Elementary (83%) Lakeshore Elementary (54%)</p> <p>in 2011-12: Summerwood Elementary (92%) Lakeshore Elementary (63%)</p> <p>in 2012-13: Lakeshore Elementary (70%)</p> <p>in 2013-14: Lakeshore Elementary (80%)</p>
<p><i>Changes in boundaries impact the fewest students possible.</i></p>	<p>379 students are impacted. Two options have less students impacted. 4 options have more students impacted.</p>	
<p><i>Students are kept together from elementary to middle to high school.</i></p>	<p>All students from Summerwood Elementary and Lakeshore Elementary will attend Atascocita Middle School in 2009-10, Woodcreek Middle School beginning in 2010-11, and Summer Creek HS.</p>	
<p><i>Students change schools no more than one time at a given level.</i></p>	<p>No students change elementary schools more than once.</p>	

The following is not a charge from the Board of Education to the Citizens Boundary Advisory Committee:

	PROS	CONS
<i>Proximity to campuses</i>	With the opening of Lakeshore Elementary, elementary students from the following areas are moved to a closer elementary school: Waters Edge Lakeshore Park Lakes Northeast	With the opening of Lakeshore Elementary, elementary students from the following areas are moved to a further elementary school: Summer Lakes Ranch Lake Forest Village Lake Park Village Suncrest Village South Pointe Village Lakeside Terrace

ENROLLMENT PROJECTIONS

**SUMMERWOOD ELEMENTARY SCHOOL, LAKESHORE ELEMENTARY SCHOOL,
TIMBERS ELEMENTARY SCHOOL, EAGLE SPRINGS ELEMENTARY SCHOOL, ELEMENTARY SCHOOL #26**

2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
---------	---------	---------	---------	---------	---------	---------	---------	---------

CBAC ZONING OPTION 1	Students from Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, Lake Forest Village, Lake Park Village, Suncrest Village, South Pointe Village, and Lakeside Terrace are moved from Summerwood Elem to Lakeshore Elem.								
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25	553	628	695	756 (1)	794 (1)	818 (2)	833 (2)	845 (3)	854 (3)
	447	513	604	672	762	855	949	1024 (2)	1102 (4)

CBAC ZONING OPTION 2	Students from Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, and Lake Forest Village are moved from Summerwood Elem to Lakeshore Elem.								
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25	706	798 (1)	885 (4)	954 (5)	1009 (7)	1043 (8)	1062 (8)	1076 (8)	1087 (9)
	294	343	414	474	547	630	720	793	869

CBAC ZONING OPTION 3	Students from Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, Verde Woodson Park Apartments, Pine Oak Glen, Wood Shadow Pointe, Edgewater Village, and Whispering Pines Village are moved from Summerwood Elem to Lakeshore Elem.								
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25	526	605	679	734	790 (1)	828 (2)	848 (3)	865 (3)	879 (4)
	474	536	620	694	766	845	934	1004 (2)	1077 (4)

CBAC ZONING OPTION 4	Students from Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, Lake Forest Village, Lake Park Village, Suncrest Village, South Pointe Village, Lakeside Terrace, and the portion of Whispering Pines Village north of Duessen Parkway are moved from Summerwood Elem to Lakeshore Elem.								
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25	448	523	591	652	690	714	730	743	753
	552	618	708	776	866	959 (1)	1052 (3)	1126 (5)	1203 (7)

ZONING OPTION 2B	Students from Waters Edge, Lakeshore, Park Lakes Northeast, and Summer Lakes Ranch are moved from Summerwood Elem to Lakeshore Elem. Students from Atasca Woods are moved from Timbers Elem to Lakeshore Elem. Students from Planning Area 55D are moved from Eagle Springs Elem to Lakeshore Elem.								
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25 TIMBERS ELEMENTARY EAGLE SPRINGS ELEM + ES#26	808 (2)	927 (5)	1033 (7)	1139 (10)	1212 (12)	1262 (13)	1294 (14)	1322 (15)	1346 (15)
	479	499	540	559	624	693	771	837	909
	596	607	604	603	627	654	683	714	750
	1093	1191	1295	1368	1457	1561	1647	1715 (1)	1781 (2)

2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
---------	---------	---------	---------	---------	---------	---------	---------	---------

ZONING OPTION 2C		Students from Waters Edge, Lakeshore, Park Lakes Northeast, Summer Lakes Ranch, Lake Forest Village, and the portion of Whispering Pines Village north of Duessen Parkway are moved from Summerwood Elem to Lakeshore Elem.							
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25	601	693	780 (1)	849 (3)	904 (4)	938 (5)	957 (5)	971 (6)	982 (6)
	399	448	519	579	652	735	825	898	974 (1)

ZONING OPTION 2D		Students from Waters Edge, Lakeshore, Park Lakes Northeast, and Summer Lakes Ranch, Lake Forest Village, and the portion of Whispering Pines Village north of Duessen Parkway are moved from Summerwood Elem to Lakeshore Elem. Students from Atasca Woods are moved from Timbers Elem to Lakeshore Elem. Students from Planning Area 55D are moved from Eagle Springs Elem to Lakeshore Elem.							
SUMMERWOOD ELEMENTARY ELEMENTARY SCHOOL #25 TIMBERS ELEMENTARY EAGLE SPRINGS ELEM + ES#26	601	693	780 (1)	849 (3)	904 (4)	938 (5)	957 (5)	971 (6)	982 (6)
	686	733	794	850	933	1027 (2)	1131 (5)	1222 (7)	1318 (10)
	596	607	604	603	627	654	683	714	750
	1093	1191	1295	1368	1457	1561	1647	1715 (1)	1781 (2)

(Number of portable buildings projected is in parentheses.)

Shaded enrollment projections for Summerwood Elementary; Lakeshore Elementary; Timbers Elementary; and Eagle Springs Elementary and Elementary School #26 (combined) indicate the campuses are projected to exceed their capacity without portable buildings.

Enrollment projections for Summerwood Elementary indicate SWE is projected to exceed its capacity with 3 portable buildings (875).

**BOUNDARY OPTION COMPARISON
LAKESHORE ELEMENTARY SCHOOL
SUMMERWOOD ELEMENTARY SCHOOL**

The following is a comparison of the four options for boundaries for Lakeshore Elementary School based on past charges from the Board of Education:

CHARGE	CITIZENS BOUNDARY ADVISORY COMMITTEE ZONING OPTION:											
	CBAC ZONING OPTION 1			CBAC ZONING OPTION 2			CBAC ZONING OPTION 3			CBAC ZONING OPTION 4		
Campuses are utilized effectively. (% of capacity)	CAMPUS	SCHOOL YEAR		CAMPUS	SCHOOL YEAR		CAMPUS	SCHOOL YEAR		CAMPUS	SCHOOL YEAR	
		2009-10	2013-14		2009-10	2013-14		2009-10	2013-14		2009-10	2013-14
		SWE	73%	105%	SWE	93%	133%	SWE	69%	104%	SWE	59%
	LSE	47%	80%	LSE	30%	57%	LSE	49%	80%	LSE	58%	91%
Changes in boundaries impact the fewest students possible. (Number of students impacted.)	379			249			402			468		
Students are kept together from elementary to middle to high school. (Students kept together)	All students			All students			All students			All students		
Students change schools no more than one time at a given level. (Number of students who change elementary schools more than once.)	0			0			0			0		

The following are not charges from the Board of Education but were considered by the Citizens Boundary Advisory Committee during their deliberations:

	CITIZENS BOUNDARY ADVISORY COMMITTEE ZONING OPTION:			
	CBAC ZONING OPTION 1	CBAC ZONING OPTION 2	CBAC ZONING OPTION 3	CBAC ZONING OPTION 4
Proximity to campuses				
(Subdivisions moved to a closer elementary school)	Waters Edge, Lakeshore, Park Lakes Northeast	Waters Edge, Lakeshore, Park Lakes Northeast	Waters Edge, Lakeshore, Park Lakes Northeast	Waters Edge, Lakeshore, Park Lakes Northeast
(Subdivisions, villages and apartment complexes moved to a further elementary school)	Summer Lakes Ranch, Lake Forest Village, Lake Park Village, Suncrest Village, South Pointe Village, Lakeside Terrace	Summer Lakes Ranch, Lake Forest Village	Summer Lakes Ranch, Pine Oak Glen, Wood Shadow Pointe, Edgewater Village, Whispering Pines, Verde Woodson Park Apartments	Summer Lakes Ranch, Whispering Pines, Lake Forest Village, Lake Park Village, Suncrest Village, South Pointe Village, Lakeside Terrace
Transportation costs. Currently \$36,000 is being spent to bus students from Waters Edge, Lakeshore, and the portion of Summerwood west and north of West Lake Houston Parkway to SWE.				
(Total annual cost for LSE and SWE)	\$79,000	\$56,000	\$37,000	\$93,000
(Total annual additional cost for LSE and SWE)	\$43,000	\$20,000	\$1,000	\$57,000

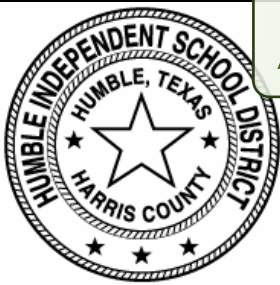
The following is a comparison of the options developed by the Summerwood Residents' ES25 Boundary Team for boundaries for Lakeshore Elementary based on past charges from the Board of Education.

CHARGE	CITIZENS BOUNDARY ADVISORY COMMITTEE ZONING OPTION:										
	ZONING OPTION 2B			ZONING OPTION 2C			ZONING OPTION 2D				
Campuses are utilized effectively. (% of capacity)	CAMPUS	SCHOOL YEAR		CAMPUS	SCHOOL YEAR		CAMPUS	SCHOOL YEAR			
		2009-10	2013-14		2009-10	2013-14		2009-10	2013-14		
	SWE	107%	161%	SWE	80%	120%	SWE	80%	120%		
	LSE	50%	66%	LSE	42%	69%	LSE	72%	98%		
	TE	79%	83%				TE	79%	83%		
ESE+ES26	64%	85%				ESE+ES26	64%	85%			
Changes in boundaries impact the fewest students possible. (Number of students impacted.)	379			339			574				
Students are kept together from elementary to middle to high school. (Students kept together)	Students from LSE will be split for middle school (AMS & WMS) and high school (AHS & SCHS)			All students			Students from LSE will be split for middle school (AMS & WMS) and high school (AHS & SCHS)				
Students change schools no more than one time at a given level. (Number of students who change elementary schools more than once.)	0			0			0				

The following are not charges from the Board of Education but were considered by the Citizens Boundary Advisory Committee during their deliberations:

CITIZENS BOUNDARY ADVISORY COMMITTEE ZONING OPTION:

	ZONING OPTION 2B	ZONING OPTION 2C	ZONING OPTION 2D	
Proximity to campuses				
(Subdivisions moved to a closer elementary school)	Waters Edge, Lakeshore, Park Lakes Northeast	Waters Edge, Lakeshore, Park Lakes Northeast	Waters Edge, Lakeshore, Park Lakes Northeast	
(Subdivisions, villages and apartment complexes moved to a further elementary school)	Summer Lakes Ranch, Atasca Woods	Summer Lakes Ranch, Lake Forest Village Whispering Pines Village	Summer Lakes Ranch, Lake Forest Village, Whispering Pines, Atasca Woods	
Transportation costs. Currently \$36,000 is being spent to bus students from Waters Edge, Lakeshore, and the portion of Summerwood west and north of West Lake Houston Parkway to SWE.				
(Total annual cost for LSE and SWE)	\$86,000	\$66,000	\$107,000	
(Total annual additional cost for LSE and SWE)	\$50,000	\$30,000	\$71,000	



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

- Regular Meeting
- Special Meeting /Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Servs. Considerations
- Support Servs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information / Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

Number of Board Meetings item is planned to be presented:

- This Agenda Only
- Other, Explain:

Title: Declaration of Surplus Real Property

Consideration of the Declaration of Surplus Real Property Located at the Corner of Hermann Street and Avenue F in Humble, Texas

Superintendent's Recommendation: The Superintendent recommends that the Board approve the declaration of surplus real property that is no longer necessary for the operation of the District, and authorize the administration to survey, appraise, and give public notification pursuant to Section 272.001 of the Texas Local Government Code that the District will accept bids for the sale of land located at the Southeast corner of Hermann Street and Avenue F, in Humble, Texas.

Background/Impact Information:

The District owns a small parcel real property located at the southeast corner of Hermann St. and Avenue F in the Humble city limits, which is described as follows: Lot One (1), in Block Twenty-Five (25), of BENDER'S FIRST ADDITION, an addition in Harris County, Texas according to the map or plat thereof recorded in Volume 5, Page 62 of the Map Records of Harris County, Texas. This property is no longer necessary for the operation of the District.

State law allows a school district to sell property that is no longer necessary for the operation of the district. Before selling such property, a school district must advertise the property for sale by sealed bid. The advertisement must be published in a newspaper of general circulation in the county on at least two separate dates and the property cannot be sold until at least 14 days have passed since the date of the second publication. The advertisement must describe the land for sale, including its location and the procedure by which the sealed bids to purchase the land may be submitted. By advertising for bids, the District is not required to accept any of the bids for purchase or complete a sale of the land. However, in the event the District accepts a bid for purchase, the school board must authorize the sale by resolution, the deed conveying the land must be signed by the Board President, and the deed must include language required by judicial order in *United States v. Texas*, Cause Number 5281 (referred to as Judicial Order 5281). Judicial Order 5281 also requires that the Texas

Education Agency (TEA) approve the deed of sale prior to finalizing the sale.

This action authorizes the administration to begin the process for soliciting bids for the property, as required by Texas law. If the Superintendent recommends that the District accept a bid on the property, the administration will come back to the Board of Trustees with an agenda item to accept the bid and enter into the sale phase.

Fiscal Impact Statement:

Cost:

- Recurring
- One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

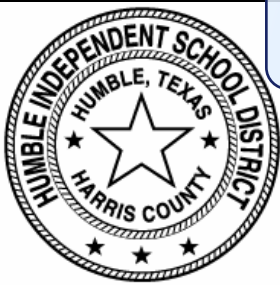
Attachments: N/A

Campus/Department Submitting Form: Superintendent

Date Submitted: March 31, 2009

Resource Personnel:

Guy M. Sconzo, Ph.D.	281-641-8001	guy.sconzo@humble.k12.tx.us
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Stephanie Rosenberg	281-641-8008	stephanie.rosenberg@humble.k12.tx.us



INFORMATION ONLY

Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input checked="" type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply):

<input checked="" type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
--	--

Title: Racial Profiling

Report on Racial Profiling and Pedestrian Stop Data

Background /Impact Information:

Senate Bill 1074 requires that beginning January 1, 2002, all police departments in the state of Texas must collect and report data concerning traffic and pedestrian stops and how they relate to the legislation concerning racial profiling.

In compliance with Senate Bill 1074, this is our 7th year to report on our racial profiling traffic and pedestrian data. This annual report outlines the law, offers background concerning the Humble ISD Police Department's work in this area, gives a copy of the actual legislation, describes training efforts, explains the complaint process in this area and provides data regarding traffic and pedestrian stops. It must be noted that numbers are small in this area. The Humble ISD Police Department writes relatively few traffic citations due to the fact that most of their work takes place on campuses, not patrolling streets.

Fiscal Impact Statement:

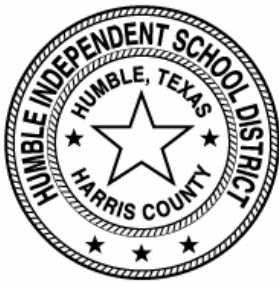
Cost: <input type="checkbox"/> Recurring <input type="checkbox"/> One-Time	Budgetary Codes: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund</th> <th style="text-align: left;">Func</th> <th style="text-align: left;">Object</th> <th style="text-align: left;">Sub-Object</th> <th style="text-align: left;">Org</th> <th style="text-align: left;">PIC</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Fund	Func	Object	Sub-Object	Org	PIC	-	-	-	-	-	-	-	-	-	-	-	-
Fund	Func	Object	Sub-Object	Org	PIC														
-	-	-	-	-	-														
-	-	-	-	-	-														

Funding Source:
 General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):

Fiscal Year:
 Amendment Required? Yes No

Attachments: Humble ISD Police Department Racial Profiling Traffic and Pedestrian Stop

Data 2008 (To Be Hand Delivered)
Campus/Department Submitting Form: Deputy Superintendent
Date Submitted: March 26, 2009
Resource Personnel: Chief Solomon Cook 281-540-5904 solomon.cook@humble.k12.tx.us Cecilia Hawkins 281-641-8110 cecilia.hawkins@humble.k12.tx.us



INFORMATION ONLY

Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion:

- Regular Meeting**

- Special Meeting
/Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information
/ Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

Number of Board Meetings item is planned to be presented:

- This Agenda Only
- Other, explain:
Action item in May

Title: Student Code of Conduct

Report on Student Code of Conduct

Background /Impact Information:

Over the past 3 years the Student Code of Conduct (SCOC) has undergone significant revision both in content and format. This year, to facilitate use and understanding of the SCOC, changes were limited to State mandated changes and clarification of existing practices and policies.

Meetings were conducted with District administration at the elementary, middle and high school levels so as to solicit input regarding any necessary changes or clarification that should be incorporated into the 2009-2010 SCOC.

The draft SCOC presented to the Board as an information item is a product of those meetings.

Fiscal Impact Statement:

Cost:

- Recurring
- One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: SCOC – Attachment 1

SCOC Revisions for 2009-10 – Attachment 2

Campus/Department Submitting Form: Deputy Superintendent's Office

Date Submitted: March 30, 2009

Resource Personnel:

Cecilia Hawkins	281-641-8010	cecilia.hawkins@humble.k12.tx.us
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Stephanie Rosenberg	281-641-8008	stephanie.rosenberg@humble.k12.tx.us

HUMBLE INDEPENDENT SCHOOL DISTRICT

DISCIPLINE MANAGEMENT PLAN

STUDENT-PARENT HANDBOOK

2009 -2010

HUMBLE INDEPENDENT SCHOOL DISTRICT

DISCIPLINE MANAGEMENT PLAN

Humble Independent School District Board of Education

Dave Martin – President
Dan Huberty – Vice President
Keith Lapeze – Secretary
Dr. Bonnie Longnion – Member
Charles Cunningham – Member
Brent Engelage – Member
Robert Scarfo - Member

Humble Independent School District Central Office Administration

Dr. Guy Sconzo - Superintendent
Dr. Cecilia Hawkins – Deputy Superintendent
Paula Almond – Associate Superintendent
Janet Orth – Assistant Superintendent
Karen Collier – Executive Director Public Information

Adopted: Humble I.S.D. Board of Trustees, January 23, 1986
Approved: (Texas Education Agency) June 10, 1986
Effective: September, 1986
Amended: May 13, 2008
Amendment Effective: August, 2008

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SECTION I

GENERAL DISCIPLINE PLAN INFORMATION

Objective and Philosophy

The objective of the Humble Independent School District is to provide students with a quality educational program which encourages the acquisition, exchange, and application of ideas that reflect the values of the community. This objective can be achieved in an environment which promotes cooperation and is free from disruptions which interfere with the educational process. The district recognizes the rights of students as protected under state and federal law, but it also expects students to behave in a responsible manner and to contribute in a positive way to the school community. Many workshops, programs and proactive plans exist throughout the district to assist students, parents and staffs in establishing safe schools that are conducive to learning. This preventive approach is one that is a shared responsibility of everyone.

Parents and schools share a common objective to guide students to the realization of their highest capabilities. To accomplish that goal, full cooperation between the home and the classroom is essential. Attitudes and habits formed in school usually carry over into the student's adult life. The emphasis given to school and learning by parents and family is a major factor in determining what those attitudes and habits will be.

Students and their parents have a right to expect teachers and administrators to provide each student with the opportunity to achieve his or her educational goals. Students in turn have a responsibility to help maintain an atmosphere in the school that is conducive to learning.

The Humble Independent School District, working cooperatively with its parents and community will endeavor to provide a safe, student-centered environment, an environment that will be responsive to the individual needs of each student and will promote a climate of openness and respect. We believe that it is in an environment where parents, community and school work together that the greatest learning will be fostered.

It is hoped that this section of the handbook will help both students and parents to better understand the school program, maximize student learning, and benefit from school experiences. To this end, each campus will provide at the start of each school year a review of the District's Discipline Management Plan.

The district is therefore committed to provide an essential balance between rights and responsibilities that will allow students to develop to their fullest potential.

Making school a priority helps develop a positive concept about learning. Parents and students should familiarize themselves with the policies and recommendations in this handbook. The forms at the end of the Student Handbook section should be read, signed, dated, and returned to appropriate grade-level principal or building principal. Please call the school if clarifications are needed.

The handbook is revised annually. Input is sought from community leaders, parents, students, teachers, and administrators. If you are interested in serving on a district-wide committee to assist with the revision of the student handbook during the 2008-2009 school year, please contact 281-641-8110.

Community Involvement

Representatives from all segments of the local education community including the Regional Education Service Center were involved in developing and reviewing the district's discipline management plan in 1986. Selected teachers, administrators, students and parents from each instructional level, forming a committee of twenty, were requested to develop the plan submitted. That original steering committee subdivided into three writing committees which invited other persons to participate in the actual plan development. Copies of the draft plan were made available to the public at three sites in the district. Notice was given to the public through local newspapers and campus distributions that the plan was available for review and comment. Written comments were invited, and the district held a public information session at the central administration building so that all interested parents, students, administrators and teachers had the opportunity to comment on the content of the plan. The discipline management plan has been reviewed and revised on an annual basis since 1986.

During the 2005-2006 school year a comprehensive review and revision of the Humble ISD Student Handbook and Discipline Management Plan was undertaken. The catalysts for the comprehensive review were changes in school law adopted by the 79th Legislature and an audit of Humble ISD Board Policies and Procedures by the Texas Association of School Boards (TASB). The combination of these events prompted the Board of Trustees and the Superintendent, Dr. Guy Sconzo, to charge the Deputy Superintendent's Office with the responsibility of:

- Aligning the Student Handbook and Discipline Management Plan with applicable Board policies, including any policy changes resulting from the TASB Board Policy Audit.
- Considering and making recommendations for any changes or additions in the Student Handbook and Discipline Management Plan content.
- Designing both the Student Handbook and Discipline Management Plan in a manner that allows for easy reference by students, parents and staff, yet endeavors to conform to the recommended TASB template.
- Developing a process that is inclusive of a wide range of district stakeholders.

The process was initiated in August when a letter soliciting participation in the handbook review process was included in the Student Handbook that every student took home the first week of school, in addition to being placed on the district's web site. Ultimately, a Student Handbook Committee of 25 individuals was established that was comprised of parents, teachers, and administrators. The Student Handbook Committee met 7 times between the months of October 2005, and February 2006, not inclusive of several subcommittee meetings that also took place. Drafts of both the Student Handbook and Discipline Management Plan were placed on the district's web site in March and April 2006, accompanied by a survey seeking feedback from both district employees and constituency. Responses from the survey were incorporated into the final draft prior to presentation to the Board of Trustees for final approval.

Since then, the Student Handbook Committee has reconvened during the 2006-2007 and 2007-2008 school years to review and update both the Student Handbook and Student Code of Conduct. The committee evaluated the Student Handbook and Student Code of Conduct for accuracy regarding legal mandates, clarity, and design with the intent of providing students, parents and administrators with documents that were clearly written and easy to use. **Most recently, an administrative review was conducted during the 2008-2009 school year so as to ensure compliance with Humble I.S.D Board Policy and all legal mandates.**

The District Tenets

- **expected behaviors are taught directly.** Behavior is taught using the same instructional principles that guide academic instruction. Displays of problem behavior are considered opportunities to teach appropriate behavior.
- **learning should be personalized for all students.** The basis of personalization is embedded in creating a culture of strong, healthy, and positive relationships among students, teachers, and staff that invites and values student participation, preferences, and interests.
- **administrators are key in providing visible leadership.** School administrators are active participants in leading these efforts by demonstrating support and providing active guidance to their staffs
- **discipline is a tool.** Discipline is an instrument to enhance a student's academic and social success. Staff members look beyond consequences and reactive strategies. This philosophy challenges educators to embrace discipline as a set of practices that is supportive for students and staff
- **effective discipline is proactive.** Staff members actively create environments that support appropriate behavior in each setting. The actions and modeling of adults are critically important components.

Campus Behavioral Management Plans

Campus Behavioral Management Plans exist to create a process for building comprehensive behavioral systems as a way to bring about socially important behavioral change. Systems have components that are school-wide and within classrooms. Every campus plan includes promotion of behavioral expectations in all settings, the teaching of skills that create a safe and civil school, as well as procedures that support and acknowledge appropriate behaviors. A balance of privileges, as well as incentives, works in concert with consequences to achieve healthy behaviors and school environments.

Maintaining an Environment Conducive to Learning

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. District schools shall foster a climate of mutual respect for the rights of others. Each student is expected to respect the rights and privileges of other students, teachers and district staff. Students shall exercise their rights responsibly, in compliance with rules established for the orderly conduct of the district's educational mission. The district's rules of conduct and discipline are established to achieve and maintain order in the school.

Students who violate district or school rules shall be subject to disciplinary measures designed to correct the misconduct.

Rights and Responsibilities of Students

Students have the right/responsibility to:

1. contribute to a positive learning environment at school or at school-related activities
2. attend all classes, daily and on time;
3. be prepared for each class with appropriate materials and assignments;
4. be properly attired;
5. exhibit respect toward others;
6. conduct themselves in a responsible manner;
7. pay required fees and fines, unless they are waived;
8. refrain from violations of the Student Code of Conduct;
9. obey all school rules, including safety rules;
10. seek changes in school policies and regulations in an orderly and responsible manner through appropriate channels;
11. cooperate with staff in the investigation of disciplinary cases; and
12. deliver all school correspondence, including discipline reports, to parents
13. be afforded due process in all proceedings

Rights and Responsibilities of Parents

Parents, which for the purposes of this plan include single parents, legal guardians or persons having lawful control of the student, have the right/responsibility to:

1. provide for the physical needs of their child;
2. be knowledgeable of school policies and academic requirements of school programs;
3. be afforded due process in all proceedings;
4. cooperate with school administrators and teachers;
5. encourage their child to pay attention and obey the rules;
6. have their child attend school regularly and promptly report and explain absences and tardies to the school;
7. notify school authorities of any learning problem or condition that may relate to their child's education;
8. participate in meaningful parent-teacher conferences to discuss their child's school progress and welfare;
9. review educational records;
10. return signed cards and school assignments with their child;
11. maintain up-to-date home, work and emergency telephone numbers and other pertinent information at the school;
12. ensure that their child is appropriately dressed at school and school-related activities;
13. encourage and lead their child to develop proper study habits at home;
14. ensure that their child attends a school tutorial program when required or as the need arises;
15. attend parent training workshops for home reinforcement of study skills and specific curriculum objectives;
16. participate in school-related organizations;
17. control their child (Under Family Code 33.01, a student's parent is legally liable for property damage approximately caused by (a) the negligent conduct of the student if such conduct is reasonably attributable to the negligent failure of the parent to exercise that duty, or (b) the willful or malicious conduct of a student who is at least 12 but under 18 years of age.);
18. pick up their child from school when requested by school authorities for disciplinary or other reasons;
19. provide adequate supervision for their children during periods of suspension or expulsion;
20. submit a signed statement that they understand and consent to the responsibilities outlined in this plan; and
21. receive a copy of all discipline reports that are given to an administrator.

Rights and Responsibilities of Teachers

Teachers have the right/responsibility to:

1. use discipline management techniques developed in the district's discipline management plan;
2. ensure good student discipline by being in regular attendance and on time;
3. be prepared to perform their teaching duties with appropriate preparation, assignments and resource materials;
4. comply with district and school policies, rules, regulations and directives;
5. maintain an orderly classroom atmosphere conducive to learning;

6. teach to the standards of performance required by the district;
7. establish rapport and an effective working relationship with parents, students and other staff members;
8. teach students to strive toward self-discipline;
9. encourage good work habits that will lead to the accomplishment of personal goals;
10. serve as appropriate role models for their students, in accordance with the standards of the teaching profession;
11. remove a student from class who is so unruly, disruptive or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.

Parent Training

Based on interest indicated by parents in the community, district counselors and instructional personnel will conduct voluntary parent training workshops to provide parents with skills and strategies for home reinforcement of study skills and specific curriculum objectives.

Parent-Teacher Conferences

One or more conferences shall be held during each school year between a teacher and the parents of a student if the student:

1. is not making passing grades;
2. is not achieving at the expected level; or
3. presents a problem to the teacher.

Distribution of Information Concerning the HISD Discipline Management Plan

This student handbook contains policies and regulations on the rights and responsibilities of students, the *Student Code of Conduct* and student discipline. It shall be distributed to all students and parents upon entry at the beginning of the school year. Teachers, and administrators will also be issued a copy at the beginning of the school year. It shall also be provided to new professional employees, newly enrolled students, and any parent upon employment or entry to the district. Changes during the year shall be published and distributed during the next semester, but no later than the beginning of the next school year. Each student and parent shall sign a statement annually that they have received and read the student handbook and the Student Code of Conduct, acknowledging their understanding of the responsibilities outlined therein.

School District Authority and Jurisdiction

School rules and the authority of the district to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. Students shall observe the rules of good citizenship going to and from school. They shall not loiter, litter, trespass, abuse or create nuisance conditions for the residents of the community. The school cannot assume responsibility for the acts of students going to and from school; however, it may take disciplinary action if the circumstances warrant. The district will cooperate with law enforcement agencies investigating citizens' reports of violations.

The district has disciplinary authority over a student:

1. during the regular school day and while the student is going to and from school on district transportation;
2. during lunch periods in which a student is allowed to leave campus;
3. while the student is in attendance at any school-related activity, regardless of time or location;
4. for any school-related misconduct, regardless of time or location;
5. when retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. when criminal mischief is committed on or off school property or at a school-related event;
7. for certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. for certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas; and
9. when the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.

In addition to the above disciplinary authority over students, the district has the right to:

- search a vehicle driven to school by a student and parked on school property whenever there is **reasonable suspicion** to believe it contains articles or materials prohibited by the district.
- search a student's locker when there is reasonable **suspicion** to believe it contains articles or materials prohibited by the district.
- search a student (See Section IV, Interrogations and Searches)
- revoke the transfer of a student for violating the district's Code.

School administrators will report crimes as required by law and will call local law enforcement when an administrator suspects that a crime has been committed on campus.

Management of School Discipline

Discipline shall be administered when necessary to protect students, school employees, or property and to maintain essential order and discipline. Students shall be treated fairly and equitably, and shall be afforded due process for all administrative proceedings. Discipline shall be based on a careful assessment of the circumstances of each case. Some of the factors to be considered are the seriousness of the offense, student's age/grade level, frequency of misconduct, student's attitude, the potential effect of the misconduct on the school environment. **In making a decision whether to order suspension, removal to a disciplinary alternative education program or expulsion, the district may give consideration to self defense, the student's intent or lack of intent at the time the student engaged in the conduct, and the student's disciplinary history. However, all discipline management options outlined in this plan are available for any level of violation and it is entirely within the discretion of school administrators to use any of the options listed. In addition, some levels of violation require Mandatory Discipline Options as required by Texas Statutes.**

Discipline management options available for student infractions of **The Student Code of Conduct** include, but are not limited to:

1. counseling by teachers, counselors, special services, or administrative personnel;
2. parent-teacher conferences;
3. cooling-off or time-out in the classroom or at school;
4. assigned school duties other than class tasks;
5. verbal correction;
6. behavioral contracts;
7. withdrawal of privileges, including participation in extracurricular activities and honorary positions;
8. sending the student to the office or other assigned areas;
9. school-assessed and school-administered probation;
10. rewards or demerits;
11. detention;
12. temporary confiscation of items that could disrupt the educational process;
13. referral to an outside agency and/or a legal authority;
14. Saturday class;
15. in-school suspension;
16. removal to the district's or out-of-district Discipline Program;
17. consequences identified in individual student organizations' codes of conduct; and
18. community/school service.
19. suspension
20. temporary emergency placement
21. expulsion

Implementation

The campus principal shall be, primarily responsible for campus discipline. Discipline-related duties of the principal shall include:

1. designating the specific discipline responsibilities of assistant principals;
2. training all campus staff in discipline procedures;
3. assessing and implementing the campus discipline management program;
4. removing a student from campus for compelling non-disciplinary reasons or pending a hearing;
5. removing students to an in-school suspension program;
6. removing students to the Discipline Program;
7. suspending or recommending expulsion; and
8. sending home discipline reports in a responsible and timely manner.

Students with Disabilities (Change of Placement or Educational Services)

The discipline of *students with disabilities* is subject to applicable state and federal law in addition to the ***Student Code of Conduct***. To the extent any conflict exists, state and/or federal law will prevail. In accordance with the Education Code, a student who is enrolled in a special education program may not be disciplined for conduct meeting the definition of bullying, harassment, or making hit lists (see glossary) until an ARD committee meeting has been held to review the conduct. In deciding whether to order suspension, in-school suspension, Discipline Program placement, out-of-district AEP placement, or expulsion, the district will take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

SECTION II

CONDUCT VIOLATIONS

Conduct Violation Levels

There are 4 Levels of Conduct Violations. The seriousness of the infraction(s) listed in the Plan increase with each Level of Conduct Violation. Within Levels Three and Four, there are both Discretionary and Mandatory Removal procedures, as determined by the seriousness of the offense, Humble ISD Policy, or Texas Statute. The Levels of Conduct Violations are:

LEVEL ONE - Infractions which are relatively minor breaches of conduct and *may* result in an office referral.

LEVEL TWO - Infractions of a more serious nature or persistent continuation of **LEVEL ONE** Conduct Violations. These violations may result in an office referral. Certain **LEVEL TWO** violations *may be* elevated to **LEVEL THREE** violations based on severity and context of the misconduct.

LEVEL THREE – Infractions for which the effect or potential effect is disruptive and more serious in nature than Level One or Level Two. Infractions may occur on school property or during any school-sponsored or school-related activity. There are 3 categories of **LEVEL THREE** violations:

1. **DISCRETIONARY REMOVAL** – Offenses considered to be serious enough to be treated as Level Three violations
2. **HUMBLE ISD MANDATORY REMOVAL** - Acts resulting in harm or disruption to the learning environment are unacceptable in Humble ISD. As a result, several prohibited behaviors warrant enhanced consequences due to the significant disruption caused to the learning environment.
3. **STATE MANDATORY REMOVAL** – Acts or behavior considered to be extremely serious as outlined in various Texas Codes and Statutes.

LEVEL FOUR - Conduct Violations contained in this section are defined by the State of Texas in Senate Bill 1. The State has defined **LEVEL FOUR** Conduct Violations as those offenses for which students shall (mandatory) be expelled from school.

1. **MANDATORY EXPULSION:** Infractions are of such a serious nature that the student *shall be* subject to expulsion from school for the remainder of the school year.

Students with disabilities are subject to applicable State and Federal laws in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

Level One Conduct Violations

Any violation of, or defined by, the following policies, rules or regulations will result in a Level One Violation:

Affection (Demonstrations of)

Demonstrations of affection between high school students are limited to hand holding while on the school campus or at a school-sponsored event. Elementary and middle school students are not allowed to demonstrate affection at school.

Check-In or Check-Out

No student may enter or leave the campus at any time during the school day for any reason without checking with the attendance office. When a student boards a school bus or arrives on campus in any manner, the student is considered "in school" and must follow check out procedures as outlined by the attendance office even though the first bell has not rung.

PROCEDURES TO LEAVE SECONDARY CAMPUSES DURING THE SCHOOL DAY

1. If a student brings a note, he/she should report to the attendance office before school begins and receive a check-out pass.
2. If a parent calls, the check-out pass will be sent to the student.
3. The student will submit the check-out pass to the teacher whose class he/she is leaving. **A STUDENT WILL NOT BE ALLOWED TO LEAVE ANY CLASSROOM WITHOUT THIS CHECK-OUT PASS.**
4. If a student is ill, he/she should contact the nurse's office which will ask for permission from the parents to allow the student to check out. The nurse will give the student a check-out pass to take to the attendance office.
5. He/she will then report to the ATTENDANCE OFFICE, sign out, and have the pass signed by the attendance clerk on duty.
6. The student must have this pass to be in the parking lot when he/she is leaving.
7. When the student returns to school, whether the same day or next day, he/she must give this pass to the attendance clerk on duty in the attendance office or designated place.

Demerits (Excessive)

Each campus is permitted to establish its own guidelines for excessive demerits. Please refer to your student's campus website for additional information.

Dress and Grooming

The purpose of the Humble ISD dress code is to create an atmosphere where maximum teaching and learning can occur. It is the position of the school district that there is a positive correlation between student grooming and the learning climate. In addition, the district believes that reasonable dress code regulations prepare children for real world expectations. Once school is completed, most students will be subject to requirements for grooming uniformity in the employment setting.

It is the responsibility of the parents and students to comply with school rules and regulations concerning dress and grooming standards. Any form of dress or grooming that attracts undue attention, is unsafe, disrupts school, is considered gang related, or detracts from the learning process is not acceptable.

The administration and faculty shall have the right to appraise any current fashion or fad and determine whether it is appropriate or inappropriate for school wear.

DRESS CODE

HAIR

The hair must be neat, clean, and well groomed. Hair style/color must not create disruptions or distraction. Extreme hairstyles which include hair that is dyed an unnatural color (green, orange etc.) will not be permitted. Head sweat bands, hair rollers, or long handled combs may not be worn in the hair.

HEAD COVERING

No type of head covering, cap, or hat is to be worn or brought to school.

SIDEBURNS

Sideburns must be kept neatly trimmed at all times and must not extend below the ear.

MUSTACHES AND BEARDS

The wearing of a mustache or beard is not acceptable. Students are expected to shave as often as necessary to maintain good grooming habits.

DRESS

Any form of dress or grooming that attracts undue attention, disrupts school, is considered gang related, or detracts from the learning process is not acceptable. No sleepwear is to be worn at school.

Mini-dresses and mini-skirts shorter than mid-thigh, spaghetti straps, leotards, and halters as an outer garment are not acceptable school dress. Blouses covering tube tops must be buttoned. The length of shorts must be between the knee and mid-thigh. No "short shorts" are allowed.

Fashions with slits above mid-thigh are not acceptable. Excessively loose or tight garments are not acceptable. All clothing should be appropriately fitted.

All shirts must be worn so as not to expose the bare chest. Tank tops or undershirts are not to be worn as outer garments. The midriff must not be exposed when a student goes through the normal activities of a school day (bending, stretching, reaching, etc.). Garments with inappropriate decorations or advertisements are not acceptable. The American flag is not to be worn as an article of clothing. However, a depiction of the American flag on clothing in a respectful manner is acceptable.

Male students are not allowed to wear shirts without sleeves.

Sunglasses are not allowed to be worn in the school building.

Appropriate foundation garments must be worn at all times. Revealing garments are not permitted.

Jewelry may not be worn in other pierced areas of the body. Male students may not wear earrings; female students may wear earrings only on the ears.

Shoes are to be worn. Steel-toed shoes, house slippers, cleats and roller or wheeled shoes are not permitted. Additionally, at the elementary level, heels above ½ inch and flip-flops are not permitted.

Any garment or accessory that could be used in a threatening or menacing manner is prohibited.

Make-up is not permitted at the elementary level.

Visible tattoos are not permitted at any level.

Exceptions from the Humble Independent School District dress code due to medical reasons must be approved by the grade level principal.

Gambling

Participating in games of chance for money and/or things of value.

Horseplay and Scuffling

Physical contact that does not result in bodily injury or property damage.

Inappropriate Behavior

Behavior that is inappropriate for a school setting, or an activity that does not endanger the safety of students but impedes learning in the classroom.

Out of Designated Area

A student not being in an assigned or appropriate area.

Profanity

Non-directed vulgar language or obscene gestures .

Tardies

Being late to class, being admitted after school begins, or returning to class with no admission permit.

Vehicle Use on Humble ISD Property

Students are permitted to drive vehicles on school property if they are properly licensed.

VEHICLE CODE

Students are required to abide by State Law and Campus Driving and Parking Regulations. Any failure to do so will be considered a violation of the Vehicle Code.

Reckless driving is not permitted.

Students may park in the student parking lot only. Parking in a fire lane shall be considered the same as parking in a "No-Parking" zone. Cars illegally parked or without stickers are subject to tow and drivers may be given a Saturday class assignment. All students must have a valid driver's license before they are issued a parking sticker. Students riding or driving in private cars will not be permitted to sit in the cars or to use them after arriving on campus. All students must enter the building immediately after the car is parked, and they may not return to the car during the school day without a valid pass from the grade level principal. Students may not ride in the back of trucks on school district property

Vehicles parked on school property are under the jurisdiction of the school district. Any car parked on school property is subject to search by district administrators or district law enforcement without the presence of the vehicle's owner or driver with appropriate level of suspicion (if by administrators) or cause (if by law enforcement). Students who receive parking passes consent to have their vehicles searched by school district administrators for violations of the Discipline Management Program. Students will be held responsible under the Discipline Management Program for any prohibited objects or substances contained in their cars such as alcohol, drugs, and/or weapons and may also be subject to criminal sanctions.

Level Two Conduct Violations

Any violation of, or defined by, the following policies, rules or regulations may result in a Level Two Violation:

Cheating

Giving or receiving information on a test or submitting duplicated work for class or outside assignments. In addition to other possible disciplinary measures, cheating will result in a grade of zero for the assignment

Chemical/Pyrotechnic-Type Substance

Possessing fireworks of any kind on school property or at a school-related activity is forbidden. This also includes stink bombs, mace, pepper spray, smoke bombs, **ammunition shells** or any similar chemical/pyrotechnic type substance.

Classroom Disruption/Enticement

Students are prohibited from engaging in any conduct that disrupts the educational process within a classroom. This includes enticement or attempting enticement of students away from classes or other school activities that students are required to attend.

Fighting (First Offense)

Fighting of any kind is not acceptable on any campus. Any student who strikes another student, whether the first strike or a defensive strike, will be in violation of the policy. At the early signs of a dispute students should report the problem to a staff member. Students who are initially observers and enter a fight will be in violation of this policy.

Law enforcement officials may be contacted and citations may be issued.

Forgery

The act of falsifying documents, signatures, etc., to deceive.

Hazing

Subjecting someone to abusive or humiliating ridicule as part of an initiation. Students shall have prior approval from the principal or designee for any type of initiation rites of a school club or organization.

Harassment of a Student

Includes any willful act done by a student, either individually or with others, to any other student for the purpose of subjecting the individual to indignity, humiliation, intimidation, physical abuse or threat of abuse, social or other ostracism, shame, or disgrace. Harassment also includes threatening or directing profanity, vulgar language, racial slurs or obscene gestures toward other students. Depending upon frequency of occurrence the infraction may be escalated to a **LEVEL THREE Bullying and Harassment Conduct Violation**.

Inappropriate Behavior

Isolated or persistent behavior that is inappropriate for the school setting or school activity or that endangers the health and safety of students is not permitted.

Inappropriate Material and Electronic Entertainment Devices

Possession and/or distribution of materials that are inappropriate for the school setting or that endorse actions endangering the health and safety of students is not permitted. This includes the inappropriate use of technology/computers by entering unauthorized sites or other activities that the district identifies as inappropriate. Electronic entertainment devices are prohibited on campus except when permitted in certain instructional settings. These items may be confiscated and held for a period of time.

Insubordination

Failure to comply with lawful directives from school personnel or school policies, rules, and regulations. Insubordination also includes, but is not limited to:

- (1) defiance of authority of school personnel;
- (2) failure to cooperate with school personnel; and/or
- (3) lying to school personnel.

Profanity Directed Toward Students

Profanity includes directing vulgar language or obscene gestures toward another student.

Prohibition of Electronic Communication Devices

Displaying, turning on, or using a cellular telephone or other telecommunications device on school property during the school day is prohibited.

Campus staff discovering a student in violation of this policy shall report the infraction to the appropriate school administrator. The device will be confiscated and parents can claim the phone from the Humble ISD Police Dept. after paying a \$15 fee. If the device is not claimed, the student's parent, guardian, or company whose name and address appears on the device shall be given 30 days prior notice of the district's intent to dispose of the device. The district will not assume responsibility for these items if they are damaged, lost, or stolen. Humble I.S.D. Police Dept. Phone Number: (281) 641-7900

Reckless Behavior

Carelessly causing bodily injury to another person or damage to another person's property.

Tobacco

- (1) Use or possession of any form of tobacco (cigars, cigarettes, snuff, chewing tobacco, etc.) by students is prohibited anywhere and at any time **on the property** of the Humble Independent School District. This rule also applies to school-related activities.
- (2) Possession of cigarette lighters and/or matches on school property is strictly prohibited.

Texas Law Regarding Tobacco

- (3) State Law: Chapter 48.01 Smoking Tobacco:
- (i) A person commits an offense if he is in possession of a burning tobacco product or smokes tobacco in a facility of a public primary or secondary school or an elevator, enclosed theater or movie house, library, museum, hospital, transit system, bus or intrastate bus, as defined by Section 4(b) of the Uniform Act Regulating Traffic on Highways (Article 6701d, Texas Civil Statutes), plane, or train which is a public place. This law will be enforced in H.I.S.D. schools.
 - (ii) In cases involving smoking, law enforcement officials will be contacted and citations may be issued.
- (4) Texas Law Handbook §161.252. Possession, purchase, consumption, or receipt of cigarettes or tobacco products by minors prohibited.
- (i) An individual who is younger than 18 years of age commits an offense if the individual:
 - * possesses, purchases, consumes, or accepts a cigarette or tobacco product;
 - or
 - * falsely represents himself or herself to be 18 years of age or older by displaying proof of age that is false, fraudulent, or not obtain possession of, purchase, or receive a cigarette or tobacco product.
 - * It is an exception to the application of this section that the individual younger than 18 years of age possessed the cigarette or tobacco product in the presence of:
 - In adult parent, a guardian, or a spouse of the individual; or
 - An employer of the individual, if possession or receipt of the tobacco product is required in the performance of the employee's duties as an employee.
 - It is an exception to the application of this section that the individual younger than 18 years of age is participating in an inspection or test of compliance in accordance with Section 161.088.
 - An offense under this section is punishable by a fine not to exceed \$250.
- (5) Texas Law Handbook §161.254. Driver's license suspension or denial.
- (i) If the defendant does not provide the evidence required under Section 161.253(e) within the period specified by that subsection, the court shall order the Department of Public Safety to suspend or deny issuance of any driver's license or permit to the defendant. The order must specify the period of the suspension or denial, which may not exceed 180 days after the day of the order.
 - (ii) The Department of Public Safety shall send to the defendant notice of court action under Subsection (a) by certified mail, return receipt requested. The notice must include the date of the order and the reason for the order and must specify the period of the suspension or denial.

Truancy

Any unexcused absence when students are under Humble ISD jurisdiction, or any unexcused absence when students are under the supervision of parents. Leaving school grounds or school-sponsored events without permission is considered truancy. Truancy offenses will be reported to the district attendance officer and may be reported to juvenile or legal authorities. Students can be ticketed for truancy and for "failure to attend" school. Any make-up or test work submitted as a result of a truancy will receive an academic grade no higher than a 70.

Vandalism of Student Property

The willful, malicious, or careless destruction/damage of one student's property by another student.

Verbal Abuse

Includes name-calling, ethnic or racial slurs, or making derogatory statements. If the verbal abuse leads to disruption of a school program or incites violence, the act will be treated as a **LEVEL THREE Conduct Violation**.

Level Three Conduct Violations Discretionary Removal

Any violation of, or defined by, the following policies, rules or regulations may result in a Level Three Violation and may result in suspension and/or removal to in-school suspension, the District's Discipline Program or out-of-district Alternative Education Program:

Alcohol and Drug Policy

The Humble ISD maintains a policy of "zero tolerance" regarding the consumption/possession of alcohol or use/possession of illegal drugs by students on all school property, within 300 feet of school property and at all school sponsored activities on or off campus. The use of alcohol or illegal drugs is strictly prohibited and disciplinary measures as prescribed by State Law will be applied for violations of this policy. In addition, criminal citations or other penalties may also apply. See **LEVEL THREE CONDUCT VIOLATIONS – STATE MANDATORY REMOVALS** below for further information.

Assault

Students who engage in conduct that contains the elements of the offense of assault under 22.01(a)(2, 3) Penal Code will be in breach of the Student Code of Conduct.

Authorized Use Policy Violations

Violations of the Authorized Use Policy include inhaling, ingesting, applying, using or possessing any prescription or non-prescription drug, medicine, vitamin, or other chemical without following the Authorized Use Policy stated below.

Authorized Use Policy

All prescription and non-prescription drugs must be registered with the nurse under the following procedures when the student arrives on campus.

- (1) All prescription medication with written instructions signed by a physician, dentist, or parent or legal guardian must be kept in the clinic. The medication must be in the original container, appropriately labeled by the pharmacy or physician.
- (2) All non-prescription drugs must also be kept in the clinic in the original container and must have written instructions signed by the parent or legal guardian.

Possession of Drug Paraphernalia/Possession of Look-Alike Drugs

Including, but not limited to, rolling papers, roach clips, pipes, etc., is prohibited. Also, possessing or selling look-alike drugs or items attempted to be passed off as drugs and contraband is prohibited.

Extortion or Attempted Extortion

An attempt to obtain money or other objects of value from an unwilling person or to force an individual to act through the use of force or threat of force.

Appropriate legal action may be taken.

Fireworks/Pyrotechnics/Fires

Igniting fireworks or setting fires of any kind on school property or at school-related activities is forbidden. If an individual is injured or if school property is damaged, the act may be treated as a **LEVEL FOUR Conduct Violations**.

Flight (Unauthorized)

A student's unauthorized flight to avoid school personnel will result in discipline under this section.

Gangs and Gang-Related Activities

The presence of, or student involvement in, gangs or gang-related activities on school grounds or at school-related events is strictly prohibited. The display of gang symbols, tagging, paraphernalia or apparel, is strictly prohibited.

As used herein, the term "gang" shall mean any organization, club, or group composed wholly, or in part, of students, which seeks to perpetuate itself by accepting additional members from the students enrolled in the district, and which is assembled for the common purpose or design of (1) committing or conspiring to commit criminal offenses, (2) engaging in conduct that is opposed to the public good, or (3) engaging in conduct that interferes with or disrupts the district's educational process or programs.

As used herein, the phrase "gang-related activity" shall mean any conduct engaged in by a student (1) on behalf of any gang, (2) to perpetuate the existence of any gang, or (3) to effect the common purpose and design of any gang, including without limitation recruiting students for membership in any gang, threatening or intimidating other students or employees to commit acts or omissions against his will in furtherance of the common purpose and design of any gang.

Harassment of Teachers/School Employees

Includes any willful act done by a student, either individually or with others, to any teacher/school district employee for the purpose of subjecting the teacher/school district employee to indignity, humiliation, intimidation, physical abuse or threat of abuse, social or other ostracism, shame, or disgrace. Harassment also includes threatening or directing profanity, vulgar language, or obscene gestures toward teachers or other school employees on or off campus.

Pornographic Materials

Includes the possessing, distributing or creating pornographic or sexually oriented material that is offensive, illegal or disrupts the school environment. Pornographic materials are strictly prohibited.

Sexual Acts and Sexual Harassment

Sexual acts by an individual or members of the same or opposite sex including but not limited to consensual and non-consensual touching, exposure, fondling, and intercourse, are strictly prohibited.

Sexual harassment is defined as offensive and un-welcomed conduct of a sexual nature directed toward a student or other person, or offensive and un-welcomed conduct aimed at another solely because of his or her gender.

At the first sign of actions that a student or adult would interpret as sexual harassment, the victim should immediately report the situation to the school's administration.

Technology: Inappropriate Use/Altering Records/Unauthorized Viewing

Students may not enter unauthorized sites on computers, change computer settings, disrupt computer mechanics, or use personal software. Unauthorized viewing or altering of any records pertaining to the school or school district by any method including, but not limited to, computer access or other electronic means, is strictly prohibited. This includes, but is not limited to, school, employee, and student records. See "Acceptable Use Policy for Technology" contained in the Student Handbook.

Theft (other than a felony)

Includes stealing school property or stealing from another student, teacher, school personnel, or any other theft while attending a school-sponsored or school-related activity on or off of school property. Possession of property without the willful consent of the owner or school may be considered theft. If appropriate, charges will be filed.

<p>Students should promptly report a theft to their teacher or principal and should exercise care in looking after their own possessions. Students should not bring cameras, radios, other valuables or large sums of money to school. THE SCHOOL DISTRICT AND/OR ITS OFFICIALS CANNOT ACCEPT RESPONSIBILITY FOR PERSONAL ITEMS THAT ARE STOLEN.</p>

Trespassing

Students who are on a campus other than their assigned campus are considered trespassing unless they have permission to be on the campus. Visiting students should check in with the front office.

Vandalism

Includes willfully, maliciously, or carelessly destroying, damaging, altering, marking or tampering with school property or the property of a teacher or other school personnel on or off campus. If punishable as a felony the conduct violation will be treated as a Humble I.S.D. mandatory removal to a Discipline Program.

Restitution for the cost of repairing the damages will be requested and appropriate legal action may be taken.
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Weapons (Other)

Possession of any other weapon not covered under **LEVEL FOUR Conduct Violation** is prohibited. Other weapons include, but are not limited to, pocket knives, sharp instruments, razor blades, and chains. A student using or threatening to use any item as a weapon will result in discipline under this section.

Level Three Conduct Violations Humble ISD Mandatory Removal

Any violation of, or defined by, the following policies, rules or regulations will result in a Level Three Violation and will, at a minimum, result in removal to in-school suspension, the District's Discipline Program or out-of-district Alternative Education Program:

Bullying and Harassment

Bullying and harassment of students, teachers, or staff members is unacceptable on campus or during school-related events. Bullying involves **continuous** intentional physical, verbal, or relational acts that subject an individual to extreme mental stress, shame, humiliation, malicious exclusion, or physical harm.

Bullying, harassment, and intimidation can take many forms including, but not limited to, slurs, rumors, jokes, innuendos, demeaning comments, drawing cartoons, hit lists, text messages, taunting, pranks, gestures, sexual harassment, threats, or other written, oral, or physical actions. Intentional acts refer to the individual's choice to engage in the act rather than the ultimate impact of the action(s). Bullying and Harassment are intended to ridicule, humiliate, or intimidate the victim and frequently involves an individual perceived to be less powerful (e.g., social standing) or physically strong.

The school will take necessary measures to ensure the emotional, physical, and academic safety of the victim including reassignment of the bully to another class section, locker, or other facility.

Disruption or Distraction

Any behavior that gives school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence. This shall include, but is not limited to, inciting, encouraging, promoting, or participating in a protest demonstration, riot, sit-in, walkout, or blockage of entrances. Also included in this section shall be name-calling, ethnic/racial slurs, or derogatory statements that school officials have reason to believe will substantially disrupt the school program or incite violence. If the conduct violation occurs while the student is attending the District's discipline program the student may be removed to an out-of-district discipline program.

Fighting – Two or More Breaches

Fighting of any kind is not acceptable on any campus. Any student who strikes another student, whether the first strike or a defensive strike, will be in violation of this policy. At the early signs of a dispute, students should report the problem to a staff member. Students who are initially observers and enter a fight will be in violation of this policy. Parents will be notified when a fight occurs.

Law enforcement officials may be contacted and citations may be issued.

Gang Initiation

Any action that gives school officials reasonable cause to believe that such conduct was for the purpose of inducting or removing a student(s) from a gang.

Level Three Conduct Violations State Mandatory Removal

Violations under this section are considered serious offenses. For any violation under this section, a student must be removed from class and placed in the district's Discipline Program or out-of-district alternative education program if the student:

- a. commits the following on or within 300 feet of school property, as measured from any point on the school's real property boundary lines, or while attending a school-sponsored or school-related activity on or off school property:
 - (1) engages in conduct that contains the elements of the offense of assault under 22.01(a)(1), Penal Code;
 - (2) sells, gives or delivers to another person or possesses or uses or is under the influence of:
 - (a) marijuana or a controlled substance as defined by Chapter 481, Health & Safety Code or by 21 U.S.C. 801 et seq. (if not punishable as a felony); or
 - (b) a dangerous drug, as defined by Chapter 483, Health & Safety Code. (School-related felony drug offenses are addressed in the expellable offenses section of this *Student Code of Conduct*.)
 - (3) sells, gives, or delivers to another person an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code, commits a serious act or offense while under the influence of alcohol, or possesses, uses, or is under the influence of an alcoholic beverage. (School-related felony alcohol offenses are addressed in the expellable offenses section of this *Student Code of Conduct*.)
 - (4) engages in conduct that contains the elements of an offense relating to abusable chemical 485.031-485-035, Health & Safety Code,
 - (5) engages in conduct that contains the elements of the offense of public lewdness under 21.07, Penal Code;
 - (6) engages in conduct that contains the elements of the offense of indecent exposure under 21.08, Penal Code; or
 - (7) engages in conduct punishable as a felony ; or if the student engages in conduct that contains the element of the offense of criminal mischief under 28.03, Penal Code, the conduct is punishable as a felony under that section.
- b. if the student engages in conduct involving a public school that contains the elements of the offense of false alarm or report under Section 42.06, Penal Code, or terroristic threat under Section 22.07, Penal Code
- c. engages in conduct that contains the elements of the offense of retaliation under 36.06, Penal code, against any school employee; or for an assault under Section 22.01(a)(1) against an employee or volunteer in retaliation for, or as a result of, the person's employment or association with the district, without regard to the location of the offense. (Causes for expulsion regarding this offense are addressed in the expellable offenses section of this *Student Code of Conduct*.)

- d. is involved in conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
 - (1) the student receives deferred prosecution under Section 53.03, Family Code, for conduct defined as a felony offense in Title 5, Penal Code;
 - (2) a court or jury finds that the student has engaged in delinquent conduct under Section 54.03, Family Code, for conduct defined as a felony offense in Title 5, Penal Code; or
 - (3) the superintendent or the superintendent's designee has a reasonable belief that the student has engaged in a conduct defined as a felony offense in Title 5, Penal Code.

Level Four Conduct Violations Mandatory Expulsion

1. The student **shall be** expelled if the student while on school property or while attending a school-sponsored or school-related activity on or off school property:
 - a. uses, exhibits or possesses:
 - (1) a firearm as defined as any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use. (Section 46.01(3), Penal Code) * A shotgun is considered a firearm under Subsection a(2)(d).
 - (2) a firearm defined by Federal Law 18 U.S.C. 921:
 - (a) **any weapon** (including a starter gun), which will or is designed to, or which may readily be converted to expel a projectile by the action of an explosive,
 - (b) the frame or **receiver** of any such weapon,
 - (c) any firearm muffler or firearm silencer, or
 - (d) any destructive device. "Destructive device" means any explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any of the preceding described devices. It also means any type of weapon (other than a shotgun shell or a shotgun that is generally recognized as particularly suitable for sporting purposes by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and any combination of parts either designed or intended for use in converting any device into a destructive device as described in this item, and from which a destructive device may be readily assembled.
 - (3) an illegal knife as defined by 46.01(6), Penal Code, or by local policy;
 - (4) a club as defined by 46.01(1), Penal Code;
 - (5) a weapon listed as a prohibited weapon under 46.05, Penal Code;
 - b. engages in conduct that contains the elements of the offense of:
 - (1) aggravated assault under 22.02, Penal Code, sexual assault under 22.011, Penal Code, or aggravated sexual assault under 22.021, Penal Code;*
 - (2) arson under 28.02, Penal Code;
 - (3) murder under 19.02, Penal Code, capital murder under 19.03, Penal Code; or criminal attempt to commit murder under 15.01 Penal Code;
 - (4) indecency with a child under 21.11, Penal Code;
 - (5) aggravated kidnapping under 20.04, Penal Code;
 - (6) manslaughter under 19.04 Penal Code;
 - (7) criminally negligent homicide under 19.05 Penal Code.
 - (8) aggravated robbery under Section 29.03, Penal Code
 - (9) continuous sexual abuse of a child under 21.02, Penal Code
 - c. engages in conduct involving drugs or alcohol which would be punishable by a mandatory placement in an alternative education program, if such conduct is punishable as a felony. See reference to State Mandatory Level Three removal a(2) and a(3).
 - d. engages in conduct that contains the elements of any offense listed in subsection 1a and 1b above against any employee in retaliation or as a result of the employee's employment with the school district on or off school property.

***Sexual Assault and Campus Assignments - If a student has been convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim or the victim's parents request that the board transfer the offending student to another campus, the offending student shall be transferred to another campus in the district. If there is no other campus in the district serving the grade level of the offending student, the offending student will be transferred to the district's Discipline Program or out-of-district discipline alternative education program.**

Students who engage in sexual acts, even if consensual, will be reported to the District's Police Department. If either of the students involved is a minor, in addition to being reported to the District's Police Department, the incident will be reported to Child Protective Services.

SECTION III

DISCIPLINE OPTIONS, PROCEDURES AND DUE PROCESS

Discipline Options

The Humble ISD uses the following guidelines for each Level of Conduct Violation. However, all discipline management options outlined in this plan are available for any level of violation and it is entirely within the discretion of school administrators to use any of the options listed. In addition, some levels of violation require Mandatory Discipline Options as required by Texas Statutes:

LEVEL ONE – Level One Violations *may* result in a student being subject to at least one of the following disciplinary measures:

- verbal reprimand
- parental conference
- school service
- demerits
- time-out/cooling-off
- behavior contract
- confiscation of prohibited nuisance item
- withdrawal of student privileges
- detention
- Saturday class
- Suspension and in-school suspension
- removal to a Discipline Program; and

any other disciplinary management option deemed appropriate by the administration. This is inclusive of withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations may be imposed. Penalties identified in individual student organizations' extracurricular standards of behavior may also be applicable.

LEVEL TWO – Level Two Violations *will* result in a student being subject to *at least one of the following* disciplinary measures:

- verbal reprimand
- parental conference
- school service
- demerits
- time-out/cooling-off
- behavior contract
- confiscation of prohibited nuisance item
- withdrawal of student privileges
- detention
- Saturday class
- suspension and in-school suspension
- removal to a Discipline Program; and

any other disciplinary management option deemed appropriate by the administration. Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations may be imposed. Penalties identified in individual student organizations' extracurricular standards of behavior may be applicable. In certain instances restoration or restitution may be required.

LEVEL THREE – There are 3 categories of Level Three Conduct Violations. Violations under these sections will result in the following disciplinary measure:

1. **LEVEL THREE - DISCRETIONARY REMOVAL:** In addition to the Discipline Options listed in Level Two above, first offenses of LEVEL THREE Conduct Violations *may* result in a student being suspended and/or placed in an in-school suspension program, the Discipline Program or out-of-district Disciplinary Alternative Educational Program. If the offense occurs during the final six weeks of a semester, the placement *may also be imposed for the following semester.*

2. **LEVEL THREE - HUMBLE ISD MANDATORY REMOVAL:** Initial breaches for these offenses *will* result in a student being suspended and/or placed in an in-school suspension program, the District Discipline Program or out-of-district Disciplinary Alternative Educational Program and *may be considered on a school year basis*. *If the offense occurs during the final six weeks of a semester, the placement may also be imposed for the following semester*. *In addition to mandatory removal, a student who commits a second offense of violations contained in this category will no longer be eligible to participate in extra-curricular activities*.
3. **LEVEL THREE - STATE MANDATORY REMOVAL:** For initial offenses in this category, at a minimum, a student must be removed from class and placed in the district's Discipline Program or out-of-district Alternative Education Program. *In addition to mandatory removal, a student who commits a second offense of violations contained in this category will no longer be eligible to participate in extra-curricular activities*.

Multiple LEVEL THREE Infractions

If, at any time during an assignment of 10 days or less to an in-school suspension program, the student commits a LEVEL TWO or LEVEL THREE Conduct Violation as specified in this Plan, the student may be assigned additional time in the in-school suspension program or district Discipline Program, up to and including the remainder of the semester. If the offense occurs during the final six weeks of a semester, the placement may also be imposed for the following semester.

If at any time during an assignment greater than 10 days to the District's Discipline Program the student commits a LEVEL TWO or LEVEL THREE Conduct Violation as specified in this Plan, the student may be placed in an out-of-district discipline program for the remainder of the year. If the offense occurs during the final six weeks of the year the placement may also be imposed for the first semester of the next school year.

Due Process: Whenever a removal from the campus has been recommended, the student has the right to appeal. Suspensions and in-school suspension may not be appealed beyond the campus level. Decisions made by the campus administration to remove a student from campus for more than 10 days may be appealed to the office of the Deputy Superintendent.

LEVEL FOUR –Violations under this section will result in mandatory expulsion.

If the offense occurs during the final six weeks of the school year, the expulsion may also be imposed for the fall semester of the next school year. An exception is the year-long expulsion for possession of a firearm, as described in SECTION II, LEVEL FOUR CONDUCT VIOLATIONS

If a student is expelled, the expulsion shall be reported to legal and/or juvenile authorities. If a student withdraws with an expulsion pending, the district will label the withdrawal "expulsion pending" and will continue the expulsion process. Once completed, records will be updated to reflect that the student has been expelled.

In all instances of recommended expulsion, the student shall be extended Due Process as described in Section III of this Plan.

Explanation of Discipline Options, Procedures and Due Process

This section offers further explanation for some of the discipline options available to the school district, as well as the procedures and due process related to each option. The following discipline options will be reviewed in this section:

- Detention
- Saturday Class
- Teacher Removal of Student from Class
- Suspension
- In-school Suspension
- Removal to Discipline Program
- Expulsion (Assignment to Juvenile Justice Program)

Detention

For minor infractions of the code of conduct or other policies and regulations, students may be placed in detention hall before or after school hours. When detention is used the notice shall be given to the student and it is expected that the student will inform his/her parent or legal guardian of the detention. Detention may not be appealed beyond the campus level.

Saturday Class

Each campus will schedule Saturday classes independently. If a student fails to report to Saturday class on the designated day, he must visit with his grade level principal. **NO STUDENT IS EXEMPT FROM SATURDAY CLASS.** Saturday Class may not be appealed beyond the campus level.

Please note that missed Saturday and Detention Class(es) may result in an assignment to in-school suspension, the discipline program, or suspension.

Teacher Removal of a Student from a Class

Texas Education Code (T.E.C.) §37.002 Removal by Teacher

1. A teacher may send a student to the principal's office to maintain effective discipline in the classroom. The principal shall respond by employing appropriate discipline management techniques consistent with the *Student Code of Conduct* adopted under Section 37.001.
2. A teacher may remove from class a student:
 - a. who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or
 - b. whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
3. If a teacher removes a student from class under Subsection (b), the principal may place the student into another appropriate classroom, in-school suspension, the district's Discipline Program or an out-of-district discipline alternative education program as provided by Section 37.008. The principal may not return the student to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available. The terms of the removal may prohibit the student from attending or participating in school-related activities.
4. A teacher shall remove from class and send to the principal for placement in the district's Discipline Program or an out-of-district discipline alternative education program or for expulsion, as appropriate, a student who engages in conduct described under Section 37.006 or 37.007. The student may not be returned to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available. The terms of the removal may prohibit the student from attending or participating in school-related activities.

Suspension

State law allows for a student to be suspended for up to three school days per offense with no limit on the number of times a student may be suspended in a semester or school year.

A student who is to be suspended will be given an informal hearing by the principal or appropriate administrator advising the student of the conduct with which he or she is charged and giving the student the opportunity to explain his or her version of the incident.

The principal or other appropriate administrator will determine the duration of a student's suspension, which cannot exceed three school days. A student is prohibited from attending or participating in school-related extracurricular activities during period of suspension.

The student's absence shall be considered to be excused and all work missed is to be made up within a reasonable time determined by the campus administrator. If work is not made up, the student will receive a zero.

The decision for suspension may not be appealed beyond the campus level. *Students with Disabilities* are subject to applicable State and Federal law in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

In-school Suspension Program

Humble ISD secondary campuses conduct in-school suspension programs. Students may be assigned to in-school suspension up to 10 days for each offense.

Objectives

1. to provide services to help correct problems which interfere with a student's progress in school;
2. to provide an alternative program for continued schooling rather than out-of-school suspension or assignment to a discipline program.
3. to provide a positive and controlled approach to behavior management; and
4. to provide an opportunity to keep students in school, helping to lower the drop-out rate and lower daytime juvenile crime in the community.

Removals of 10 Days or Less to an In-school Suspension Program

A student's parent/guardian shall be notified as soon as possible of the student's removal to an in-school suspension program.

With the exception of attending in-school suspension classes during school hours, students are not to be present at school-related activities on or off campus during their assignment. Students will be afforded the opportunity to receive full credit for all work completed during an assignment to in-school suspension. A student cannot be penalized academically if the student was prevented from attending on-campus graded activities such as labs, rehearsals, performances, practices, etc.

Appeal Procedures for Removals 10 days or less to In-school Suspension

If the decision to remove a student to an in-school suspension program for 10 days or less is made by the assistant principal, that decision may be appealed to the building principal. The decision for the removal may not be appealed beyond the campus level. Until a decision has been rendered by the appeals process the student will be removed to the in-school suspension program.

Students with disabilities are subject to applicable State and Federal law in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

Removals Greater than 10 Days to the District or Out-of-District Discipline Program

Humble ISD Discipline Program Campus

The Humble ISD Discipline Program is a separate school campus currently located at 18901 Timber Forest. School hours are 7:30 a.m. to 2:30 p.m. on the campus of the Community Learning Center.

Academic Program

If a student is removed to the District's Discipline Program for more than 10 days, the student will receive full credit for all work completed. If the student is removed to an out-of-district discipline program full *level* credit will given for all course work completed. In addition, a student cannot be penalized academically if the student was prevented from attending on-campus activities such as labs, rehearsals, performances, practices, etc. Credit retrieval courses needed at graduation will be offered so that credits are not lost.

The district will provide transportation from designated stops within the district. (This is not door-to-school bus service.) Students will not be allowed to drive a vehicle to school.

The dress code to which students will adhere is stricter than is required at their regular campus. Details of this dress code will be discussed at the "intake" conference.

Objectives

Objectives of the Discipline Program include:

- providing services to help correct problems which interfere with a student's progress in school;
- providing an alternative program for continued schooling rather than suspension or expulsion from school;
- providing a positive and controlled approach to behavior management; and
- providing an opportunity to keep students in school, helping to lower the dropout rate and lower daytime juvenile crime in the community.

Notice to Parent/Guardian

A student's parent/guardian shall be notified as soon as reasonably possible of the student's removal to the district's Discipline Program or out-of-district discipline alternative education program. If the building administrator removes a student to the district's Discipline Program or out-of-district discipline alternative education program for more than 10 days, the administrator shall encourage the student's parent/guardian to attend a conference within 3 days of the alleged conduct violation to discuss the student's misbehavior and resulting consequences.

Students are not to be present on any campus or at school-related activities on or off campus during their assignment to the district's Discipline Program or out-of-district discipline alternative education program.

Decision to Remove Greater than 10 Days for Students Engaging in Activities Punishable as a Felony

Senate Bill 1 requires that students who have engaged in conduct that is punishable as a felony be placed in the district's Discipline Program or out-of-district discipline alternative education program. This pertains to offenses that take place on or off campus. Parents are entitled to participate in a proceeding with the building principal. This conference will afford the student and parent the rights to the following:

- an explanation of why the principal believes the student was involved in conduct that is punishable by the state as a felony.
- an explanation of why the principal has determined that reasonable cause exists, and why the continued presence of a student who has committed a felony off-campus may endanger the safety of students and/or staff.
- a discussion concerning award of credits and the student's access to alternative ways to earn credit.
- potential length of the assignment.

Appeal Procedure for Removal Greater than 10 Days for School District Violations

If the decision to remove a student to the district's Discipline Program or out-of-district discipline alternative education program is made by the campus administrator, that decision may be appealed to the office of the Deputy Superintendent who will assign a district proceedings officer to review the case. The student may be removed to the district's Discipline Program pending the proceedings process. ***Any decision of the proceedings officer under this section is final and may not be appealed.***

Students with disabilities are subject to applicable State and Federal law in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

Any decision of the proceedings officer under this section is final and may not be appealed.

Review Procedure

A student placed in the Discipline Program or out-of-district discipline alternative education program will be provided a review of his/her status by the board's designee. At the review, the student or the student's parent or guardian will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The primary purpose of the review is to assess the student's progress. Return to regular classroom will be considered. ***The decision of the board's designee may not be appealed.***

If a student has been placed in the Discipline Program because of teacher removal (T.E.C. 37.002), the student may not be returned to the classroom of the teacher who removed the student without that teacher's consent.

Procedure for Student's Return to Home Campus Following Discipline Assignment of **Expulsion, Incarceration, or Greater than 10 Days**

Students who are entering the school district following an expulsion or incarceration may be placed in the District's Discipline Program for a period of time in order to transition back into a full campus environment. As soon as practicable after reporting to the Discipline Program, the district will conduct a conference with a committee that will include, at a minimum, an administrative representative of the student's most recent home campus within the district, if any, an administrator from the student's current zoned campus, the student and the student's parent/guardian, and the principal of the Discipline Program. The conference will serve the following purposes:

- outline the length of the placement, and the goals and objectives for the student's return to the campus environment;
- set a positive tone for the student's return to the home campus;
- review appropriate academic placement and scheduling of classes;
- allow opportunity for development of a behavior management plan, when appropriate; and
- offer available counseling services through support staff (vary according to the needs of the individual campuses)

Graduation and Students Assigned to the Discipline Center

All senior students, including those at the discipline center, who have met Humble ISD graduation requirements are eligible to participate in graduation ceremonies.

Enrollment of Student Assigned Discipline Program Placement from Another District or Charter School

Prior to enrollment in Humble ISD, the case of a student from an open-enrollment charter school or another district currently assigned to a discipline alternative education program will be reviewed. If the offending behavior is sufficient reason for placement in Humble ISD's Discipline Program or out-of-district discipline alternative education program as outlined by the Humble ISD Code of Conduct, the student will be placed directly into the district's Discipline Program upon enrollment.

If the student was placed in a discipline alternative education program by a school district in another state for a period that exceeds one year, Humble ISD, by state law, will reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees, or the extended placement is in the best interest of the student.

Expulsion

Expulsion Process

Before recommending expulsion, and within three days of the alleged conduct violation, the principal or assistant principal shall conduct a conference with the parent/guardian and/or student. At the conference the student will be advised of the violation(s) with which he/she is charged and will be given the opportunity to explain his/her version of the incident. Witnesses MAY be called and evidence MAY be presented at the conference. Prior to the conference, a student may be suspended for up to three days and/or placed in the Discipline Program or any other out-of-district discipline alternative education setting.

If, after the conference, the principal (or his designee) determines that expulsion is appropriate, he/she will make a written recommendation to the Superintendent to expel the student. The principal (or his designee) shall notify the parent and student of the recommendation and of their right to a review of the recommendation through a formal hearing process conducted by the Board's designee. The Superintendent or his designee, upon receiving the principal's recommendation of expulsion will provide, in a timely manner, written notification of the time and place for the formal hearing to the parent and student. This notification will explain the nature of the evidence and the names of witnesses whose testimony may be used and the nature of the testimony. **If the parent and/or student should fail to attend the scheduled hearing, the hearing will be conducted as scheduled.** (See below – Formal Hearing Procedures)

Following the hearing, as soon as reasonably possible, the student's parent shall be notified of the decision on expulsion. The notice may be made by telephone or by other appropriate means. Formal notice shall also be made in writing and sent certified mail. A conference will be held by the principal with the parent to review the terms and duration of the expulsion. The decision may be appealed to the Board of Trustees.

Students with disabilities are subject to applicable State and Federal law in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

Formal Hearing Procedures

In the expulsion hearing process, the student will:

- Receive notice of the charges and proposed sanctions prior to the Hearing to afford a reasonable opportunity for preparation,
- Have the right to a full and fair hearing before the Board's designee,
- Have the right to be represented by an adult or legal counsel,
- Have the opportunity to testify, call witnesses and present evidence in his/her defense,
- Have the opportunity to examine the evidence presented by the school administration and to question the administration's witnesses.

Within a reasonable amount of time before the hearing, the administration shall make available a notice of the information it intends to present at the hearing. The notice shall be in writing and shall provide the names of any witnesses whose testimony may be used against the student, the nature of their testimony, and a list and copies of any documented evidence to be used at the hearing. The student may also present information at the Hearing for consideration.

The hearing will be recorded on audiotape. The student may be represented by the student's parent/guardian, or another adult (not an employee of the district) who can provide guidance to the student. The Board's designee will determine if an expellable offense occurred and if expulsion is the appropriate disciplinary action. The decision may be based exclusively on information presented at the hearing. If the designee finds that expulsion is appropriate, he/she will set a term for the expulsion based on the seriousness of the offense and other relevant factors. The decision shall be communicated in writing by certified mail to the parent and student within five (5) calendar days of the hearing.

Formal Hearing Appeal Procedure

If the student wishes to appeal the expulsion decision of the Board's designee to the Board, he/she may do so by giving written notice to the Superintendent within three (3) days of receipt of the decision. The Board will attempt to consider the appeal at the next regularly scheduled board meeting. The failure to appeal the decision within the time specified will result in forfeiture of any further appeal. The Board shall review the record of the Formal Hearing on the expulsion developed before the Board's designee. The presentation of new evidence at the Appeal level is not permitted. The Board shall consider the written and audio record of the Hearing, and may consider the arguments raised at the appeal hearing, and render its decision at that meeting. The Board will communicate its decision in writing to the student within 15 days following the meeting.

At its sole discretion, the Board reserves the right to request oral presentations by both the administration and the student based on the record developed at previous administrative levels. These oral presentations are subject to time limitations established by the board and will be granted by the Board only in unusual cases.

Notice to Authorities

The Superintendent, as the board's designee, shall mail a copy of the expulsion order to the student and the student's parent or guardian. Not later than the second business day after an expulsion hearing is held, the Superintendent, as the board's designee, shall also mail a copy of the order to the authorized officer of the juvenile court in the county in which the student resides.

Parental Supervision

After the superintendent sends the notice to the parent or guardian that the student has been expelled, the parent or guardian shall provide adequate supervision of the student during the period of expulsion.

Academic Penalties

If a student is expelled, the student will be withdrawn and shall be denied access to all Humble ISD public school campus programs and services. Course credit shall be attained in accordance with JJAEP or Highpoint policy.

If a student's period of expulsion occurs within a single academic year, he or she will be permitted to attend summer school. If the period of expulsion extends from spring to the following fall, the student will not be permitted to attend summer school in the intervening period.

If the student attends another accredited public or private school or hospital program during the period of expulsion from Humble ISD, credits earned during that period will be accepted upon the student's reentry into HISD.

Assignment to Juvenile Justice Program

The exception to not being withdrawn from the district applies to mandatory expulsions. Students who receive mandatory expulsions are withdrawn from Humble I.S.D.

Students expelled for **LEVEL FOUR** (1)a-d offenses will be assigned to Harris County's Juvenile Justice Program as mandated by Senate Bill 1. The cost of this assignment will be paid by the State of Texas.

Emergency Expulsion or Placement

- State law allows the principal or the principal's designee to order the immediate placement of a student in the Discipline Program or out-of-district discipline alternative education program if the principal or the principal's designee reasonably believes the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with a teacher's ability to communicate effectively with the students in class, with the ability of the student's classmates to learn, or with the operation of school or a school-sponsored activity
- State law allows the principal's designee to order the immediate expulsion of a student if the principal or the principal's designee reasonably believes that action is necessary to protect persons or property from imminent harm. At the time of an emergency placement or expulsion, the student shall be given oral notice of the reason for the action. Within a reasonable time after the emergency placement or expulsion, the student shall be accorded the appropriate hearing as required by this Code of Conduct. A student's emergency placement or expulsion is subject to the requirements of 20 U.S.C Section 1415 (e)(3) and 343 CFR 300.513.
- A principal's designee is not liable for civil damages for an emergency placement under this section.

Students with disabilities are subject to applicable State and Federal law in addition to the Code. To the extent any conflict exists, State and/or Federal law will prevail.

Students Under 10 Years of Age

When a student under the age of ten engages in expellable behavior, the student will not be expelled. The student however, may be placed in an out-of-district discipline alternative education program. A student under age six will not be removed from class or placed in an out-of-district discipline alternative education program unless the student commits a federal firearm offense.

Enrollment of Students Expelled from Another District or Charter School

The district will continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in the district's Discipline Program or out-of-district discipline alternative education program, the district will reduce the period of the expulsion, Discipline Program placement or discipline alternative education program placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

SECTION IV

Physical Restraint, Searches, Police Questioning, Citations and Arrest of Students

Occasionally, in order to maintain a safe campus environment the use of the following disciplinary procedures may be warranted. These procedures, should they become necessary, are applicable to all regular education students as well as those with disabilities.

Physical Restraint and Removal

Physical Restraint

A school employee may use restraint only in an emergency. Emergency means a situation in which a student's behavior poses a threat of:

- . imminent, serious physical harm to the student or others; or
- . imminent, serious property destruction.

Guidelines for the physical restraint of students with disabilities enrolled in programming that provides adaptations for special populations are set forth in Chapter 89.1053.

Removal

A school employee may remove from a specific location, including from a classroom or other school property, a student refusing a lawful command so as to:

- . restore order;
- . impose disciplinary measures; or
- . provide protection to an individual.

Interrogations and Searches

School officials may search a student or a student's property if reasonable suspicion exists, or if the student gives free and voluntary consent. However, consent obtained through threat of contacting the police authorities is not considered to be freely and voluntarily given. Vehicles on school property are also subject to search. The principal shall make reasonable efforts to contact the student's parent that a search or interrogation has occurred.

Areas such as lockers or other school property, which are owned and jointly controlled by the district, may be searched if reasonable suspicion exists to believe that contraband is present. Students shall not place, keep, or maintain any article or material in school-owned lockers that is forbidden by district policy or that would lead school officials to reasonably believe that it would cause a substantial disruption on school property or at a school-related activity.

Searches of student's outer clothing and pockets may be conducted if reasonable suspicion exists. Highly intrusive invasions of a student's privacy, such as searches of the student's person, shall be conducted under appropriate supervision and only if reasonable suspicion exists.

Administrators and teachers have the right to question students regarding their conduct or the conduct of others **without first informing parents/guardians or obtaining consent.**

Police Questioning of Students

For police questioning of a student in school, the following guidelines shall apply:

- Before the principal permits the questioning of a student by law enforcement officers, the officer must state the necessity of questioning the student while in school. The questioning officer's name, badge number and title shall be obtained and recorded by district officials.
- The principal shall make reasonable efforts to contact the student's parent **when circumstances warrant.**
- The principal may request to be present during interrogation.

Citations

Police may choose to write a citation when a law is violated.

Arrested Students

If a district student at school is subject to arrest or apprehension by a law enforcement officer, the principal shall request to see the summons or warrant and shall deliver the student into the officer's custody. The principal shall immediately notify the parents and the superintendent **but are not obligated to notify parents prior to an arrest.**

SECTION V

TRANSPORTATION

Conduct on Buses

Bus safety is of great importance to the Humble Independent School District, its patrons, parents, students and employees. Disruptive or destructive behavior that interferes with the students' safety will not be tolerated. Bus riders will be responsible for their actions at the bus stops as well as on the bus. The bus driver has the right to assign seats and/or take reasonable action to insure the safety of the students.

Transportation employees are charged with safely, reliably and efficiently transporting students. Their responsibilities include reporting students who refuse to cooperate in carrying out safety or conduct regulations. Buses are an extension of the school and the Code of Conduct will be observed and enforced.

Students and parents should realize that school bus transportation is a privilege, and that a campus administrator may suspend students from riding on any school bus for violations of safety or conduct regulations. Actions of a student or parent that result in the abuse or interference of a bus driver performing his or her duty may result in the loss of bus riding privileges for that student. (Education Code 37.126)

Video Observation System

School buses in the Humble Independent School District are equipped with video observation systems (VOS). Students should be aware that their actions and communications could be recorded at any time by the utilization of the VOS and upon review of a student's action on the recording, a discipline notice may be issued. **Parents should be aware that the recorded video will not be disclosed, unless required by law or court order, and will only be viewed by authorized district personnel.**

Safety Guidelines

1. Students must follow the bus driver's instructions.
2. No eating or drinking on the bus.
3. Nothing is to be placed outside the window at any time. (hands, arms, articles, etc.)
4. Students are to remain seated when bus is in motion.
5. Students must keep all objects, articles and body parts to themselves and away from others.
6. Loud, boisterous behavior will not be tolerated.

Transportation Conduct Violations

Transportation Department Phone Number: (281) 641-8720

Students may lose bus riding privileges for conduct violations while on school transportation as well as receive consequences determined by the Student Code of Conduct. All discipline procedures are managed at the campus level.

LEVEL I Conduct Violations

First offense: Conference with student. Parents will receive a copy of the bus safety report from the campus administrator.

Second offense: Conference with student may result in bus-riding privileges being suspended for up to 3 days.

Third offense: Conference with student may result in bus-riding privileges being suspended for up to 10 days.

Fourth offense: Students may have bus-riding privileges suspended for the remainder of the year.

LEVEL II, III and IV Conduct Violations

First Offense: May result in 10 days suspension from bus.

Second Offense. May result in termination of bus riding privileges for remainder of year.

LEVEL III and LEVEL IV breaches of conduct may lead to suspension from the bus for the remainder of the year

Any offense resulting in suspension of bus privileges requires parent notification.

SECTION VI

PUBLICATIONS AND PRIOR REVIEW

General Provisions

All publications edited, printed, or distributed in the name of or within the district schools shall be under the control of the school administration and the board. All publications approved and issued by individual schools shall be part of the instructional program, under the supervision of a faculty sponsor, and all shall be carefully edited to reflect the high ideals and expectations of the citizens of the district for their schools. The exercise of appropriate economy in materials and production is expected without jeopardy to the content. The principal shall be responsible for all matters pertaining to the organization, issuance, and sale of such publications and any other publication procedure, subject to the superintendent's approval.

Prior Review

All student publications and other written material intended for distribution to students shall be submitted for prior review according to the following procedures:

- material shall be submitted to the building principal or designee for review.
- the principal or designee shall approve or disapprove submitted material within 24 hours of the time the material is received. Failure to act within the 24-hour period shall be interpreted as disapproval.
- the student may appeal disapproval to the superintendent or designee, who shall decide the appeal within three days of its receipt. Failure of the superintendent or designee to act within the three-day period shall be interpreted as disapproval.
- the student may appeal disapproval by the superintendent or designee to the board. The student shall notify the superintendent of the appeal and request the matter be placed on the agenda for the next board meeting.

Students who fail to follow the procedures for submitting material for approval shall face disciplinary action. Appropriate law enforcement officials shall be called when nonstudents refuse to follow the procedures for submitting materials and fail to leave the premises when asked.

PUBLICITY AND POSTERS

Any publicity available through the school must have the permission of the principal. After that, announcements must be made through the daily bulletin, the P.A. system, or by posters. Posters are to be put up before 7:30 a.m., or after school, unless special permission is granted. Posters must be cleared through a principal's office or the Student Council office before being posted. Out of school posters must be approved by the principal and may be put up only in the designated areas.

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GLOSSARY

This glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the *Humble I.S.D. Student Handbook and Student Code of Conduct*.

ARD is the admission, review, and dismissal committee convened for each student who is identified as needing a full and individual evaluation for special education services. The eligible student's parents are part of the committee.

Accelerated Instruction is an intensive supplemental program designed to address the needs of an individual student acquiring the knowledge and skills required at his or her grade level.

Arson is a crime that involves starting a fire or causing an explosion with intent to destroy or damage:

1. Any vegetation, fence, or structure on open-space land; or
2. Any building, habitation, or vehicle:
 - a. Knowing that it is within the limits of an incorporated city or town;
 - b. Knowing that it is insured against damage or destruction;
 - c. Knowing that it is subject to a mortgage or other security interest;
 - d. Knowing that it is located on property belonging to another;
 - e. Knowing that it has located within it property belonging to another; or
 - f. When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.

Assault is defined in part by Texas Penal Code 22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another.

Benchmarks are preset standards of academic performance for a specific discipline or program.

Bullying is written or oral expression or physical conduct that a school district's board of trustees or the board's designee determines:

1. To have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
2. To be sufficiently severe, persistent, or pervasive to create an intimidating, threatening, or abusive educational environment for a student.

CLC is the Community Learning Center.

Chemical dispensing device is a device designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, mace, and tomahawk are in the same category.

DAEP stands for the Disciplinary Alternative Education Program, a placement for students who have violated certain provisions of the Student Code of Conduct. It is separated from students not assigned to the program. The program focuses on English, language arts, mathematics, science, history, self-discipline, and provides for the student's educational and behavioral, as well as supervision and counseling.

DMP is the Discipline Management Plan. Please refer to SCOC (Student Code of Conduct)

Deadly conduct occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

ESOL refers to English Spoken as Other Language programming for students who are of Limited English Proficiency (LEP)

Explosive weapon is any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

False Alarm or Report occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

FERPA refers to the Federal Family Educational Rights and Privacy Act that grants specific privacy protections to student records. The law contains certain exceptions, such as directory information, unless the student's parent or a student 18 or older directs the school not to release directory information.

Graffiti are markings with aerosol paint or an indelible pen or marker on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

1. Conduct that meets the definition established in district policies DIA (LOCAL) and FFH (LOCAL); or
2. Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating, causes physical damage to the property of another student, subjects another student to physical confinement or restraint, or maliciously and substantially harms another student's physical or emotional health or safety.

Hazing is an intentional or reckless act, on or off campus, by one person alone or acting with others, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

Hit list is a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

JJAEP is the Juvenile Justice Alternative Education Program. Students who are expelled from school will be withdrawn from their local district campus and be assigned to a county operated JJAEP within their county of residence. Districts can assign students to a JJAEP on both a discretionary and mandatory basis.

IEP is the written record of the Individualized Education Program prepared by the ARD committee for a student with disabilities who is eligible for special education services. The IEP contains several parts such as a statement of the students educational performance; a statement of measurable annual goals, with short-term objectives; the special education and related services and supplemental aids and services, and program modifications or support for school personnel; a statement regarding how the students progress will be measured and how the parents will be kept informed; modifications to state or district-wide tests, etc.

ISS refers to the In-School Suspension, a disciplinary technique for misconduct. Although different from out-of-school suspension and placement in a DAEP, ISS removes the student from the regular classroom.

Knuckles is any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Mandatory means that something is obligatory or required because of an authority.

NCLB is the No Child Left Behind Act of 2001 that, along with other requirements for schools, provides for parent information opportunities for “opting” their students out of certain activities or surveys.

PRN is a medical term that means “as prescribed”.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Persistent misbehavior is two or more violations of the Code in general or repeated occurrences of the same violation.

Possession means to have an item on one’s person or in one’s personal property, including but not limited to clothing, purse, or backpack; a private vehicle used for transportation to or from school or school-related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; or any other school property used by the student, including but not limited to a locker or desk.

Pre-K refers to pre-kindergarten programming. The program is offered for both 3 year old (Pre-K3) and 4 year old (Pre-K4) students. To participate in the program a student must qualify as economically disadvantaged and/or limited English proficient (LEP).

RELA is an acronym for Reading and Language arts curriculum and corresponding course offerings.

Reasonable suspicion is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

SBOE references the Texas State Board of Education, whose policies govern public schools in the state of Texas.

SPICE is the program (Special People In a Creative Education) designed to provide educational opportunity and stimulation to those students who excel or show the potential for excelling in grades K-1.

Section 504 is the federal law that prohibits discrimination against a student with a disability, requiring schools to provide opportunities for equal services, programs, and participation in activities. Unless the student is determined by an ARD committee to be eligible for special education services, appropriate regular education services will be provided.

Self-defense is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect he or herself.

Serious offenses include but are not limited to:

- Murder.
- Vandalism.
- Robbery or theft.
- Extortion, coercion, or blackmail.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Hazing.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Fighting, committing physical abuse, or threatening physical abuse.
- Possession or distribution of pornographic materials.
- Leaving school grounds without permission.
- Sexual harassment of a student or district employee.
- Possession of or conspiracy to possess any explosive or explosive device.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-barrel firearm is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Student Code of Conduct developed with the advice of a District-level committee and adopted by the Board, identifies the circumstances, consistent with law, when a student may be removed from the campus or classroom. It also sets out the conditions that authorize or require the principal or another administrator to place the student in a DAEP. It outlines conditions for out-of school suspension and for expulsion, and states whether self-defense is a consideration in suspension, DAEP placement, or expulsion. The Student Code of Conduct also addresses notice to the parent regarding a student's violation for one of its provisions.

Switchblade is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force.

Tagging is gang related graffiti inclusive of but not limited to gang names, nicknames, logos and symbols.

TAKS is short for the Texas Assessment of Knowledge and Skills, the state's current standardized achievement test given to students in certain grade levels and subjects grades 3-11.

TEC is the Texas Education Code, which are the state laws that all public education entities in the Texas must adhere to.

TEKS is the acronym for Texas Essential Knowledge and Skills, the state's curriculum that students in certain grade levels and subjects are tested on in a standardized format called TAKS.

Terroristic threat is a threat of violence to any person or property with intent to:

- Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
- Place any person in fear of imminent serious bodily injury;
- Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
- Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;
- Place the public or a substantial group of the public in fear of serious bodily injury; or
- Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Title 5 offenses are those that involve injury to a person and include murder; kidnapping; assault; sexual assault; unlawful restraint; coercing, soliciting, or inducing gang membership if it causes bodily injury to a child; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product.

UIL refers to the University Interscholastic League, the statewide voluntary non-profit organization that oversees educational extracurricular academic, athletic, and music contests.

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior or the presence of physical symptoms, **or indicators**, of drug or alcohol use. A student "under the influence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

Zip gun is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

Student Code of Conduct Revisions			
PAGE	AUTHOR	CHANGE	RATIONALE
DM-8	S. Rosenberg	Management of School Discipline: The following language was added: <i>In making a decision whether to order suspension, removal to a DAEP or expulsion. The district may give consideration to self defense, the student's intent or lack of intent at the time the student engaged in the conduct and the student's disciplinary history.</i>	State mandated language that must appear in SCOC. District must state whether they will or will not give consideration.
DM -8	P. Almond	Student with Disabilities : "Change of Placement or Educational Services" was added.	Language added to clarify the need for an ARD when considering discipline for a student with disabilities.
DM-12	S. Rosenberg	Vehicle Code: The following language was revised. <i>Vehicles parked on school property are under the jurisdiction of the school district. Any car parked on school property is subject to search by district administrators or district law enforcement without the presence of the vehicle's owner or driver with appropriate level of suspicion (if by administrators) or cause (if by law enforcement). Students who receive parking passes consent to have their vehicles searched by school district administrators for violations of the Discipline Management Program. Students will be held responsible under the Discipline Management Program for any prohibited objects or substances contained in their cars such as alcohol, drugs, and/or weapons and may also be subject to criminal sanctions.</i>	Clarification that cars may be searched without the presence of the vehicle's owner.
DM-12	M. Farr	Chemical/Pyrotechnic-Type Substance: Included to the list of prohibited items will be "ammunition shells."	Ammunition shells present a potential hazard and have not been included in prior SCOCs.
DM-13	M.S. Principals	Inappropriate Behavior: The word "isolated" will be added at the beginning of the definition.	Revised wording permits singular incidents to be addressed under this behavior infraction.

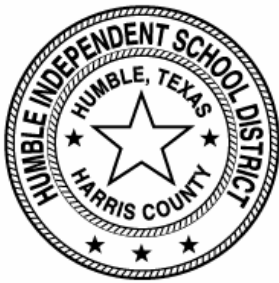
DM-25	S. Rosenberg	<p>Appeal Procedure for removal Greater than 10 Days: Additional language added. <i>Any decision of the proceedings officer under this section is final and may not be appealed.</i></p>	Language was added to Emphasize the decision of the proceedings officer is final
DM-26	S. Rosenberg	<p>Procedure for Student's Return to Home Campus: Language was revised as follows: Procedure for Student's Return to Home Campus Following Discipline Assignment of Expulsion, Incarceration, or Greater than 10 Days <i>Students who are entering the school district following an expulsion or incarceration may be placed in the District's Discipline Program for a period of time in order to transition back into a full campus environment. As soon as practicable after reporting to the Discipline Program, the district will conduct a conference with a committee that will include, at a minimum, an administrative representative of the student's most recent home campus within the district, if any, an administrator from the student's current zoned campus, the student and the student's parent/guardian, and the principal of the Discipline Program. The conference will serve the following purposes:</i></p> <ul style="list-style-type: none"> • <i>outline the length of the placement, and the goals and objectives for the student's return to the campus environment;</i> • <i>set a positive tone for the student's return to the home campus;</i> • <i>review appropriate academic placement and scheduling of classes;</i> • <i>allow opportunity for development of a behavior management plan, when appropriate; and</i> • <i>offer available counseling services through support staff (vary according to the needs of the individual campuses)</i> 	Revised language incorporates and clarifies district process for students returning to their home campus from an expulsion or incarceration.
DM-26	M. Farr	<p>Expulsion Process: The 2nd paragraph under the expulsion process an additional sentence will be added stating the following: <i>"If the parent and/or student should fail to attend the scheduled hearing, the hearing will be conducted as scheduled."</i> The 4th paragraph will be deleted in its entirety.</p>	The district no longer permits the signing of a waiver and a hearing is conducted for all expulsions.
DM-29	S. Rosenberg	<p>Interrogations and Searches: Language added. Administrators and teachers have the right to question students regarding their conduct or the conduct of others <i>without first informing parents/guardians or obtaining consent.</i></p> <p>Police Questioning of Student: Language added.</p> <ul style="list-style-type: none"> • The principal shall make reasonable efforts to contact the student's parent <i>when circumstances warrant.</i> 	Clarification of administrative practice.

		Arrested Students: Language Added. The principal shall immediately notify the parents and the superintendent <i>but are not obligated to notify parents prior to an arrest.</i>	
DM-30	S. Rosenberg	Video Observation System: Language Changed. Parents should be aware that the recorded video will not be disclosed, <i>unless required by law or court order</i> , and will only be viewed by authorized district personnel.	Clarification of district practice.
G-5	S. Rosenberg	Under the Influence: The language “or indicators” was added to definition.	Such language permits administrators greater flexibility/authority in addressing students who may be under the influence.
G-5	L. Busceme	Wings: Delete definition from glossary.	Acronym no longer used.

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DM-26	M. Farr	<p>Expulsion Process: The 2nd paragraph under the expulsion process an additional sentence will be added stating the following: <i>"If the parent and/or student should fail to attend the scheduled hearing, the hearing will be conducted as scheduled."</i> The 4th paragraph will be deleted in its entirety.</p>	<p>The district no longer permits the signing of a waiver and a hearing is conducted for all expulsions.</p>
DM-29	S. Rosenberg	<p>Interrogations and Searches: Language added. Administrators and teachers have the right to question students regarding their conduct or the conduct of others <i>without first informing parents/guardians or obtaining consent.</i></p> <p>Police Questioning of Student: Language added.</p> <ul style="list-style-type: none"> • The principal shall make reasonable efforts to contact the student's parent <i>when circumstances warrant.</i> 	<p>Clarification of administrative practice.</p>

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APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input checked="" type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Tax Refunds

Consideration of Petitions for Refunds in Excess of \$500

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees approve the petitions for tax refunds.

Background /Impact Information:

The Texas Property Tax Code, Section 31.11(c) states “If a taxpayer applies to the tax collector of a taxing unit for a refund of an overpayment or erroneous payment of taxes and the auditor for the unit determines that the payment was erroneous or excessive, the tax collector shall refund the amount of the excessive or erroneous payment from available current tax collections or from funds appropriated by the unit for making refunds. However, the collector may not make the refund unless: (1) in the case of a collector who collects taxes for one taxing unit, the governing body of the taxing unit also determines that the payment was erroneous or excessive and approves the refund if the amount of the refund exceeds:...(B) \$500 for a refund to be paid by any other taxing unit;...An application for a refund must be made within three years after the date of the payment or the taxpayer waives the right to the refund.” Detailed information and rationale for each correction or refund has been documented in the attachment.

If the Board approves this consideration, Humble ISD will be in compliance with the Texas Property Tax Code. If the Board does not approve this consideration, the District will not be in compliance.

If approved, the total effect of the refund(s) will result in a reduction of total collections received of \$58,806.18. Overpayments are recorded as a liability on the general ledger upon receipt and, therefore, do not cause a decrease in recorded revenue when refunded.

Fiscal Impact Statement:

Cost:

- Recurring
- One-Time

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Summary of Petitions for Refunds

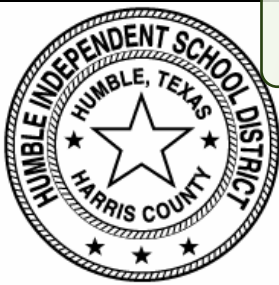
Campus/Department Submitting Form: Tax Office/Financial Services

Date Submitted: March 31, 2009

Resource Personnel: Janice Himpele 281-641-8185 janice.himpele@humble.k12.tx.us
Lynn Lynn 281-641-8014 elizabeth.lynn@humble.k12.tx.us

Humble Independent School District
Summary of Petitions for Refunds in Excess of \$500
March 31, 2009

Reason for Refund	Year	Property Description	Account No.	Refund Amount
Overpayment (1)	2007	LT 15 BLK 60 BEAR BRANCH VILLAGE SEC 5	110-538-000-0015	\$2,511.89
Overpayment (1)	2008	LT 10 BLK 8 ATASCOCITA SOUTH SEC 1	112-653-000-0010	\$1,378.96
Overpayment (1)	2008	LOT 6 BLK 2 FOSTERS MILL VILLAGE SEC 1	114-514-002-0006	\$3,680.39
Overpayment (2)	2008	LT 2 BLK 12 GREENTREE VILLAGE SEC 2	114-735-012-0002	\$1,885.50
Overpayment (1)	2008	LT 48 BLK 6 GREENTREE VILLAGE SEC 5	116-806-006-0048	\$1,433.66
Overpayment (1)	2008	LT 5 BLK 16 KINGS POINT VILLAGE SEC 4	116-876-016-0005	\$6,924.86
Overpayment (3)	2008	LT 35 BLK 2 MILLS BRANCH VILLAGE SEC 5	117-493-002-0035	\$1,491.28
Overpayment (1)	2008	LT 19 BLK 3 ATASCOCITA FOREST SEC 12	117-672-003-0019	\$1,841.54
Overpayment (1)	2008	LT 48 BLK 5 KINGS RIVER VILLAGE SEC 9	120-254-005-0048	\$4,829.31
Overpayment (1)	2008	LT 4 BLK 1 SUMMERWOOD SEC 22	125-528-001-0004	\$2,888.90
Overpayment (1)	2008	LT 11 BLK 1 SUMMERWOOD SEC 20	125-647-001-0011	\$5,761.65
Overpayment (1)	2007/08	LT 15 BLK 1 FALL CREEK SEC 25	126-280-001-0015	\$11,009.95
Overpayment (1)	2008	LT 22 BLK 1 WOODSPRING FOREST SEC 2	126-355-001-0022	\$2,407.28
Overpayment (1)	2007	LT 6 BLK 3 FALL CREEK SEC 19 R/P	126-385-003-0006	\$523.08
Overpayment (1)	2008	LT 25 BLK 3 FALL CREEK SEC 19 R/P	126-385-003-0035	\$547.20
Overpayment (1)	2008	LT 29 BLK 2 EAGLE SPRINGS SEC 18	126-702-002-0029	\$3,383.12
Overpayment (3)	2008	LOT 25 BLK 2 VILLAGES OF RIVERCHASE SEC 1	126-711-002-0025	\$630.00
Overpayment (1)	2008	LT 15 BLK 5 EAGLE SPRINGS SEC 24 R/P	127-484-010-0015	\$536.99
Overpayment (3)	2007	RES 23 BLK 2 (TRACT NO 2) SUNSET RIDGE COMMERCIAL TRS 1&2	127-596-002-0004	\$814.03
Overpayment (1)	2008	LT 11 BLK 1 EAGLE SPRINGS SEC 32	128-927-001-0011	\$2,520.19
Overpayment (1)	2008	LT 17 BLK 1 ROYAL SHORES PATIO HOMES SEC 3	129-858-001-0017	\$1,101.94
Overpayment (1)	2008	DEALER INVENTORY	P106-0687	\$704.46
Totals				\$58,806.18
(1) Double payment: two payments made on the same account.				
(2) Payment made in error by property owner or mortgage company.				
(3) Taxpayer paid incorrect amount.				



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input checked="" type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Waiver of P & I

Consideration of Requests for Waiver of Penalty & Interest on Delinquent Taxes

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the requests for waiver of penalty & interest on delinquent tax accounts.

Background /Impact Information:

Section 1.08, Timeliness of Action by Mail and Section 33.011, Waiver of Penalty and Interest, of the Texas Property Tax Code, provide conditions for timely payments and waiver of penalties and interest.

The taxpayers on the attached schedule have provided satisfactory evidence to meet the requirements of these sections of the Property Tax Code. Documentation is available for review in the tax office.

If the Board approves the recommendation to grant these waivers of penalty and interest, Humble ISD will be in compliance with the Texas Property Tax Code (as well as consistent with treatment of previous requests of this nature). If the Board does not approve the recommendation to grant the requests for waiver of penalty and interest, the District will not be in compliance. If approved, the total effect of the requests for waiver of penalty and interest results in a loss of \$6,942.65.

Fiscal Impact Statement:

Cost:

Recurring
 One-Time

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Summary of Requests for Waiver of Penalty and Interest on Delinquent Taxes

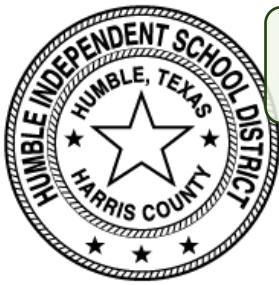
Campus/Department Submitting Form: Tax Office/Financial Services

Date Submitted: March 31, 2009

Resource Personnel: Janice Himpele 281-641-8185 janice.himpele@humble.k12.tx.us
Lynn Lynn 281-641-8014 elizabeth.lynn@humble.k12.tx.us

Humble Independent School District
Summary of Requests for Waiver of Penalty and Interest on Delinquent Taxes
March 31, 2009

Reason for Waiver Request	Property Owner #	Account #	Check #	Date Mailed	Contacted HISD	Satisfactory Proof	P&I Amount
Sec. 33.011 Waiver of P&I	A	040-228-000-0547			03/03/09	In Tax Office	\$ 224.34
Sec. 33.011 Waiver of P&I	B	042-080-000-0081			03/26/09	In Tax Office	\$ 2,863.12
Sec. 1.08 Timeliness of Action	C	106-775-000-0026	2264	01/05/09	03/03/09	Sworn Affidavit	\$ 23.23
Sec.1.08 Timeliness of Action	D	108-496-000-0007	5579	01/30/09	03/20/09	In Tax Office	\$ 151.44
Sec. 1.08 Timeliness of Action	E	112-647-000-0011	1192	01/20/09	03/19/09	Sworn Affidavit	\$ 102.22
Sec. 1.08 Timeliness of Action	F	114-321-034-0029	1533	01/31/09	03/20/09	Sworn Affidavit	\$ 212.79
Sec. 1.08 Timeliness of Action	G	114-376-011-0059	8163	01/22/09	03/28/09	Sworn Affidavit	\$ 114.14
Sec. 1.08 Timeliness of Action	H	115-985-050-0022	1804	01/20/09	03/23/09	Sworn Affidavit	\$ 368.54
Sec. 1.08 Timeliness of Action	I	116-212-008-0033	1722	01/16/09	03/26/09	Sworn Affidavit	\$ 112.32
Sec. 1.08 Timeliness of Action	J	116-378-022-0018	2014	01/22/09	03/05/09	Sworn Affidavit	\$ 161.00
Sec. 1.08 Timeliness of Action	K	117-825-039-0014	834	01/30/09	03/31/09	Sworn Affidavit	\$ 159.02
Sec. 1.08 Timeliness of Action	L	118-765-004-0015	2452	01/22/09	03/26/09	Sworn Affidavit	\$ 197.94
Sec. 1.08 Timeliness of Action	M	119-708-005-0007	1545	01/22/09	03/23/09	Sworn Affidavit	\$ 293.75
Sec. 1.08 Timeliness of Action	N	121-458-001-0018	1058533096	12/11/08	03/12/09	Sworn Affidavit	\$ 383.04
Sec. 1.08 Timeliness of Action	O	122-860-002-0014	2042	01/25/09	02/27/09	Sworn Affidavit	\$ 362.52
Sec. 1.08 Timeliness of Action	P	123-831-004-0008	1020	01/22/09	03/05/09	Sworn Affidavit	\$ 298.22
Sec. 1.08 Timeliness of Action	Q	124-008-001-0018	1309	01/21/09	03/10/09	Sworn Affidavit	\$ 165.33
Sec. 1.08 Timeliness of Action	R	127-728-002-0030	29051	01/18/09	03/10/09	Sworn Affidavit	\$ 322.42
Sec. 1.08 Timeliness of Action	S	129-123-002-0009	5362	01/27/09	03/06/09	Sworn Affidavit	\$ 36.99
Sec. 1.08 Timeliness of Action	T	P092-0562	9498	12/12/08	03/31/09	Sworn Affidavit	\$ 390.28
Total							\$ 6,942.65



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input checked="" type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Budgetary Amendments

Consideration of Budgetary Amendments

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the budgetary amendments as described in the accompanying attachments.

Background/Impact Information: The Texas Education Code Section 44.006, the Texas Education Agency Resource Guide Sections 2.10.5 and 5.3.4 and Humble ISD Board Policy CE (LOCAL), page 2, require that certain budgetary amendments be approved by the Board of Trustees. Changes to budgetary accounts in the General Fund, Food Service Fund and Debt Service Fund that affect functional expenditure categories must be approved by the Board of Trustees according to TEA regulations. By approving these amendments, Humble ISD will be in compliance with both state law and local policy regarding approval of budgetary amendments. Upon approval, there is no change to the General Fund Balance, Food Service Fund Balance or the Debt Service Fund Balance.

Fiscal Impact Statement:
 Cost:
 Recurring
 One-Time

Funding Source:
 General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):

Fiscal Year:
 Amendment Required? Yes No

Attachments: Budgetary Amendments Detail

Campus/Department Submitting Form: Budget Department

Date Submitted: April 7, 2009

Resource Personnel: Marilyn Farrell 281-641-8014 marilyn.farrell@humble.k12.tx.us
Lynn Lynn 281-641-8014 elizabeth.lynn@humble.k12.tx.us

**Humble I.S.D.
Budgetary Amendments Detail
April 14, 2009**

General Fund	Net Effect on F/B	Change in Reserves/Designations	Change in Estimated Revenues	Transfers	Instruction	Media Svcs	Staff Develop	Instruct Leadership	School Leadership	Guidance/ Counsel	Social Svcs	Health Svcs	Pupil Transp	Cocurrnc/ Extracurr	Gen Admin	Maint & Operation	Security Svcs	Data Process	Commun Svcs	Debt Svc	Facility Acquisit	Juvenile Justice	TIRZ	Other		
Explanation of Amendment				Out	11	12	13	21	23	31	32	33	34	36	41	51	52	53	61	71	81	95	97	99		
Items Affecting Fund Balance/Reserves:																										
Items Affecting Revenues and Functional Categories:																										
Increase revenue and expenditure budgets for reimbursement from Lone Star College System ck#410082 for \$42,092 related to dual credit services provided by the District.			42,092	26,592		10,000														5,500						
Revenues received by Athletics Dept. from tournament fees charged for the partial funding of maintenance and other cocurricular expenditures.			15,712											15,712												
Transfers Between Functional Categories:																										
Transfers between functional categories for proper coding of substitute wages, extra duty pay, stipends, salaries/wages for subs, other professional svcs, telephones, copier, operating leases, consulting services, misc contracted svcs, textbooks, general supplies, employee travel, dues, misc operating expenses and capital outlay.			0	2,686	0	(4,068)	(251)	6,526	2,882	0	0	(9,000)	0	1,935	(1,630)	(1,680)	0	2,600	0	0	0	0	0	0	0	
Totals			0	0	57,804	0	29,278	0	5,932	(251)	6,526	2,882	0	(9,000)	15,712	1,935	(1,630)	(1,680)	0	8,100	0	0	0	0	0	

Food Service	Net Effect on F/B	Change in Reserves	Estimated Revenues	Transfers	Service	Operation	Svcs	Service
Explanation of Amendment				Out	35	51	52	71
Items Affecting Fund Balance/Reserves:								
Items Affecting Revenues and Functional Categories:								
Transfers Between Functional Categories:								
Transfers between functional categories for proper coding of salaries, benefits and contracted services.			0	(5,025)	5,025			
Totals			0	0	(5,025)	5,025	0	0

Debt Service	Net Effect on F/B	Change in Reserves	Change in Estimated Revenues	Transfers	Debt Svc	TIRZ
Explanation of Amendment				Out	71	97
Items Affecting Fund Balance/Reserves:						
Items Affecting Revenues and Functional Categories:						
Transfers Between Functional Categories:						
Totals						
			0	0	0	0

INFORMATION ONLY



Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input checked="" type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Information / Discussion Item
--	--	--

District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
---	--

Title: Financial Services Reports

Background /Impact Information:

Section 31.10 of the Texas Property Tax Code requires the Tax Collector for a taxing unit to prepare and submit to the governing body a written report accounting for all taxes collected for the unit during the preceding month. In accordance with the Tax Code, the attached Tax Collection Report as of March 31, 2009, has been provided for information.

Cash and Investment Reports, the Schedule of Revenues and Expenditures, and the Capital Projects Expenditure Summary as of March 31, 2009, are included in the accompanying attachments in accordance with the Texas Education Code, Section 44.007(d). The listing of checks issued for the month of March is on file in the Accounts Payable Department. Checks issued on the Medical and Workers' Compensation funds for the month of March are on file in the Benefits and Risk Management Department.

The District launched a review of all benefit programs this year in order to insure that we are providing the most competitive pricing for employee benefits. The attached item regarding Disability, Life, and Vision Benefits is provided for information. The final results will be reviewed and discussed with the Board Finance Committee on April 16th and a recommendation will be submitted for Board approval at the April 28th special meeting.

Fiscal Impact Statement:

Cost: <input type="checkbox"/> Recurring <input type="checkbox"/> One-Time	Budgetary Codes: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund</th> <th style="text-align: left;">Func</th> <th style="text-align: left;">Object</th> <th style="text-align: left;">Sub-Object</th> <th style="text-align: left;">Org</th> <th style="text-align: left;">PIC</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </tbody> </table>	Fund	Func	Object	Sub-Object	Org	PIC		-	-	-	-	-		-	-	-	-	-
Fund	Func	Object	Sub-Object	Org	PIC														
	-	-	-	-	-														
	-	-	-	-	-														

Funding Source:
 General Fund
 Grant Funds (Specify): _____ Fiscal Year: _____

<input type="checkbox"/> Bond Funds (Specify): <input type="checkbox"/> Other Funds (Specify):	Amendment Required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Attachments: Tax Collection Report - Information Only Cash & Investment Reports – Information Only Revenues & Expenditures Report – Information Only Capital Projects Expenditure Summary Report – Information Only Disability, Life, and Vision Benefits – Information Only	
Campus/Department Submitting Form: Tax Office Finance Department Budget Department Benefits & Risk Management Department	
Date Submitted: April 8, 2009	
Resource Personnel: Janice Himpele (Tax) 281-641-8185 janice.himpele@humble.k12.tx.us Kevin Yandell (Finance) 281-641-8084 kevin.yandell@humble.k12.tx.us Marilyn Farrell (Budget) 281-641-8012 marilyn.farrell@humble.k12.tx.us Roger Westwood (Benefits/ Risk Mgmt.) 281-641-8049 roger.westwood@humble.k12.tx.us Lynn Lynn (Financial Svcs.) 281-641-8014 elizabeth.lynn@humble.k12.tx.us	

Humble I.S.D.
Tax Collection Report
3-31-09

	Maintenance & Operations		Interest & Sinking		Total Collections	
	Current Month	Year To Date	Current Month	Year To Date	Current Month	Year To Date
Current Taxes	\$ 2,742,651.34	\$ 110,585,539.89	\$ 820,450.80	\$ 33,081,151.35	\$ 3,563,102.14	\$ 143,666,691.24
Delinquent Taxes	146,691.45	3,326,781.16	35,839.96	820,625.92	182,531.41	4,147,407.08
Penalties & Interest	163,947.74	772,045.63	46,923.28	196,365.90	210,871.02	968,411.53
Tax Certificates / NSF Fees	662.20	5,476.05			662.20	5,476.05
Total Tax Collections	3,053,952.73	114,689,842.73	903,214.04	34,098,143.17	3,957,166.77	148,787,985.90
Attorney Fees	32,424.57	454,268.58			32,424.57	454,268.58
HCAD Penalty Fees	4,376.79	48,112.45			4,376.79	48,112.45
Overpayments	49,274.89	957,063.43			49,274.89	957,063.43
Total Collections	3,140,028.98	116,149,287.19	903,214.04	34,098,143.17	4,043,243.02	150,247,430.36
Refunds Due to Roll Corrections	(73,418.56)	(347,117.54)	(19,203.38)	(85,427.52)	(92,621.94)	(432,545.06)
Refunds Due to Overpayments (1)	(177,458.21)	(372,045.03)			(177,458.21)	(372,045.03)
Returned Checks	(22,697.80)	(118,387.35)	(6,077.69)	(31,479.64)	(28,775.49)	(149,866.99)
HCAD Penalty Fees	(4,376.79)	(48,112.45)			(4,376.79)	(48,112.45)
Attorney Fees	(32,424.57)	(454,268.58)			(32,424.57)	(454,268.58)
Net Collections	\$ 2,829,653.05	\$ 114,809,356.24	\$ 877,932.97	\$ 33,981,236.01	\$ 3,707,586.02	\$ 148,790,592.25

	Current Taxes		Final	Delinquent Taxes	
	Tax Year 2008	Tax Year 2007	Tax Year 2007	As of 3/31/09	As of 3/31/08
Total Market Value as of Certification Date	\$ 10,628,789,756	\$ 9,881,195,041	\$ 9,881,195,041	\$ -	\$ -
Certified Taxable Value	8,990,219,474	8,289,296,825	8,289,296,825		
Year To Date Supplementals	1,401,442,248	1,228,364,916	1,289,033,894		
Year To Date Corrections	(18,066,122)	(33,073,412)	(39,729,130)		
Year To Date Adjustments (Timber)	6,229,537	7,244,154	9,993,839		
Adjusted Taxable Value (3)	10,379,825,137	9,491,832,483	9,548,595,428		
Proposed Tax Rate/Tax Rate	1.52	1.31	1.31		
Beginning Tax Levy	136,651,336	108,589,788	108,589,788	8,361,331	9,157,410
Adjust Delinquent Taxes Due to Statute of Limitations				(169,866)	(125,540)
Adjusted Delinquent Tax Roll				8,191,465	9,031,870
Year-To-Date Adjustments	21,122,008	15,748,327	16,496,812		
Adjusted Tax Levy	157,773,344	124,338,115	125,086,600	8,191,465	9,031,870
Levy Lost Due to Frozen Accounts	(4,481,675)	(2,514,556)	(2,531,880)		
Current Levy	153,291,669	121,823,559	122,554,720		
Net Collections (2)	\$ 143,488,774.77	\$ 113,622,380.62	\$ 118,507,143.25	\$ 4,118,413.05	\$ 5,053,022.91
% Collected	93.61%	93.27%	96.70%	50.28%	55.95%

- (1) Overpayments/double payments by taxpayers or mortgage companies.
(2) Net collections equal current collections minus refunds and returned checks.
(3) Amount does not include estimated non-certified value of \$96,737,888.

**Humble Independent School District
Statement Of Position By Fund
March 31, 2009**

Fund Description	Checking	Lone Star Investment Pool	TexPool	CD's	U.S. Gov't / Agencies	Total By Fund
Operating Accounts						
General Fund	\$ 3,604,707.41	\$ 54,630,136.66	\$ 38,311,141.57	\$ -	\$ -	\$ 96,545,985.64
Food Service Fund	749,201.81	2,236,461.71				2,985,663.52
Special Revenue Funds	1,239,541.68	250,812.52				1,490,354.20
Capital Projects Fund	31,779.53	74,509,080.02				74,540,859.55
Private Purpose Trust	175.00	1,130,469.04				1,130,644.04
Student Activity Fund	498,683.60					498,683.60
Total	6,124,089.03	132,756,959.95	38,311,141.57	-	-	177,192,190.55
Debt Service Fund	516,979.33	9,337,432.87	18,877,446.38		2,768,001.96	31,499,860.54
Internal Service Fund	446,916.89	15,398,482.21				15,845,399.10
	\$ 7,087,985.25	\$157,492,875.03	\$ 57,188,587.95	\$ -	\$ 2,768,001.96	\$224,537,450.19

**Humble Independent School District
Cash Report
March 31, 2009**

Operating Account - Chase	FUND	Balance 02/28/09	Receipts	Disbursements	Balance 03/31/09
Total Operating Account	Various	\$ 37,827,147.83	\$ 18,327,233.60	\$ 19,404,251.09	\$ 6,124,089.03
Comparative Total -3/31/08					\$ 3,136,690.33

Debt Service Fund - Chase	5999	\$ 876,743.77	\$ 860,965.38	\$ 1,220,729.82	\$ 516,979.33
Comparative Total -3/31/08					\$ 195,661.50

Internal Service Fund - Chase					
Self-funded - Medical	7999	\$ 240,158.73	\$ 1,442,973.07	\$ 1,236,214.91	\$ 446,916.89
Self-funded - Workers' Comp	7999	-	-	-	-
Total Internal Service Fund		\$ 240,158.73	\$ 1,442,973.07	\$ 1,236,214.91	\$ 446,916.89
Comparative Total -3/31/08					\$ (82,826.56)

Chase Avg. Rate 3/31/09	**	Comparative Avg. Rate 3/31/08	4.03%
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** Rate not available at time of report

**Humble Independent School District
Investment Report by Pooled Fund Group
2/28/09-3/31/09**

		Balance 02/28/09	Deposits	Withdrawals	Balance 03/31/09
LSIP Liquidity Plus Fund (Avg. Rates: 3/31/09-.6675% ; LSIP Liquidity Plus 3/31/08-3.45%)					
General Fund	1999	\$ 71,101,864.99	\$ 1,889,415.91	\$ 18,361,144.24	\$ 54,630,136.66
Comparative Total 3/31/08					65,412,409.26
Campus Activity (Coca Cola)	4619	66,385.91	37.52	1,053.30	65,370.13
Comparative Total 3/31/08					107,519.96
Food Service	2409	556,716.85	2,174,429.50	494,684.64	2,236,461.71
Comparative Total 3/31/08					2,555,069.74
Livestock Show Activity	4829	18,331.96	130,982.05	2,446.92	146,867.09
Comparative Total 3/31/08					295,883.54
Athletic Activity	4839	47,138.17	23.10	8,585.97	38,575.30
Comparative Total 3/31/08					21,225.80
Debt Service Fund	5999	7,990,275.83	1,257,930.93	15,428.45	9,232,778.31
Comparative Total 3/31/08					2,584,037.79
Debt Refunding Reserve	5999	104,595.27	59.29	0.00	104,654.56
Comparative Total 3/31/08					102,726.54
Capital Projects-2005	6305	-	0.00	0.00	-
Comparative Total 3/31/08					-
Capital Projects-6406	6406	151.52	0.09	0.83	150.78
Comparative Total 3/31/08					9,241,941.67
Capital Projects-2005B	6515	13,312.58	4.17	8,142.80	5,173.95
Comparative Total 3/31/08					3,615,137.90
Capital Projects-2006	6526	1,905.74	1.07	16.49	1,890.32
Comparative Total 3/31/08					13,012,379.51
Capital Projects-2007	6537	11,830,532.35	6,656.02	3,376,638.24	8,460,550.13
Comparative Total 3/31/08					53,589,381.86
Capital Projects-2007 II	6547	9,556,362.65	436,329.40	145,425.39	9,847,266.66
Comparative Total 3/31/08					17,903,796.93
Capital Projects-2008	6558	59,227,915.30	1,977.57	4,624,284.17	54,605,608.70
Comparative Total 3/31/08					
Capital Outlay - 2006	6916	13,710.49	7,083.65	63.59	20,730.55
Comparative Total 3/31/08		1,851,094.13			1,781,106.13
Capital Outlay - 2008	6918	1,615,805.21	895.56	48,991.84	1,567,708.93
Comparative Total 3/31/08					
Self Funded Workers' Comp	7999	12,054,129.36	214,379.30	51,196.39	12,217,312.27
Comparative Total 3/31/08					10,309,022.88
Medical Fund	7999	3,165,142.88	1,413,302.05	1,397,274.99	3,181,169.94
Comparative Total 3/31/08					2,342,155.98
Trust Fund - Expendable	8299	254,711.52	25,852.33	1,000.00	279,563.85
Comparative Total 3/31/08					263,924.39
Trust Fund - KVFD	8299	849,423.13	1,482.06	0.00	850,905.19
Comparative Total 3/31/08					859,900.71
TexPool (Avg. Rates: 3/31/09-.5788%, 3/31/08-2.9723%)					
General Fund	1999	\$ 38,141,008.90	170,132.67	0.00	\$ 38,311,141.57
Comparative Total 3/31/08					\$ 11,895,482.70
Debt Service Fund	5999	\$ 18,826,426.65	51,019.73	0.00	\$ 18,877,446.38
Comparative Total 3/31/08					\$ 24,645,918.98

90 Day U.S. Treasury Bill Rate	0.304%
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**Humble Independent School District
Summary of Individual Investments By Fund
As of March 31, 2009**

Campus Activity Funds													
Purchase/ Sale Date	Trade Ticket #	CUSIP #	Type of Investment	Par Value	Beginning Market Value	Ending Market Value	Change in MV	Book Value	Days To Maturity	Yield To Maturity	Interest Accrued For Period	(Sorted By) Maturity Date	Weighted Average Maturity
									0		\$0.00		
									0				
									0				
				\$0.00				\$0.00			\$0.00		

Debt Service Fund													
Purchase/ Sale Date	Trade Ticket #	CUSIP #	Type of Investment	Par Value	Beginning Market Value	Ending Market Value	Change in MV	Book Value	Days To Maturity	Yield To Maturity	Interest Accrued For Period	(Sorted By) Maturity Date	Weighted Average Maturity
6/20/2000	SZR08702T	2000-02659	SLGS Time	2,740,596.00				2,768,001.96	336	6.00%	13,702.98	02/01/10	
				\$ 2,740,596.00				\$ 2,768,001.96			\$ 13,702.98		336.0

Student Activity Funds													
Purchase/ Sale Date	Trade Ticket #	CUSIP #	Type of Investment	Par Value	Beginning Market Value	Ending Market Value	Change in MV	Book Value	Days To Maturity	Yield To Maturity	Interest Accrued For Period	(Sorted By) Maturity Date	Weighted Average Maturity
			CD								\$0.00		
				\$0.00				\$0.00			\$0.00		0.0

Humble Independent School District
Investment Report - Glossary
March 31, 2009

- BA** Banker's Acceptances are short-term, noninterest-bearing notes sold at a discount and redeemed by the accepting banks at maturity for face value. Banker's acceptances generally are created based on a letter of credit issued in a foreign trade transaction. Banker's acceptances are essentially checks. They represent a bank's promise and ability to pay the face or principal amount on the banker's acceptance on the stipulated maturity date. Maturities for banker's acceptances are generally less than three months. Any banker's acceptance purchased by a public entity must have a stated maturity of 270 days or less, must be accepted by a bank organized and existing under federal law, and the short-term obligations of the bank must be rated not less than A1/P1. Similar to a treasury bill, a banker's acceptance typically does not have a coupon, is issued at a discount, and matures at par (face) value.
- CP** Commercial Paper, an unsecured promissory note issued by a corporation with a fixed maturity of no more than 270 days. Most commercial paper is non-interest bearing and sold at a discount from par.
- FFCB** Federal Farm Credit Bank System provides credit and related services to farmers, ranchers, producers and harvesters of aquatic products, farm related businesses, agricultural cooperatives and rural utilities. FFCB System institutions are federally chartered under the Farm Credit Act of 1971 and are subject to regulation by a federal agency, the Farm Credit Administration.
- FHLB** Federal Home Loan Bank System, established in 1932, includes twelve Federal Home Loan Banks and their member institutions. The Federal Home Loan Banks are instrumentalities of the United States and operate under the supervision on the Federal Housing Finance Board.
- FHLMC** Federal Home Loan Mortgage Corporation (Freddie Mac) is a publicly held government sponsored enterprise created pursuant to the Federal Home Loan Mortgage Corporation Act of 1970. Freddie Mac's statutory mission is to provide stability in the secondary market for home mortgages, to respond appropriately to the private capital market and to provide on going assistance to the home mortgage secondary market.
- FNMA** Federal National Mortgage Association (Fannie Mae), a federally chartered and stockholder owned corporation, is the largest investor in home mortgages in the United States. FNMA provides funds to the mortgage market by purchasing mortgage loans from lenders. FNMA was originally incorporated in 1938 as a wholly owned government corporation but the Housing and Development Act of 1968 changed FNMA to a federally chartered corporation.

Humble Independent School District
Investment Report - Glossary
March 31, 2009

GIC	<p><u>A Guaranteed Investment Contract</u> is a fixed-rate, fixed-maturity contract that is similar to a bond. However, unlike a bond, a GIC is always valued at par (face) value. This occurs because the company issuing the GIC usually is an insurance company that guarantees the investment by agreeing to pay the difference between the market value and the book value for the issue if the investor decides to sell it. A guaranteed investment contract may be structured in a manner similar to a flexible repurchase agreement, whereby the investor is able to draw down the balance upon written request throughout the life of the contract.</p>
MARKET VALUE	<p><u>Market Value</u> is the current value of a security, which is determined by multiplying its par (face) value by the current market price. The unrealized gain or loss on a security can be calculated by subtracting the book value from the market value.</p>
PURCHASE DATE	<p>The date of the initial purchase / investment.</p>
MATURITY DATE	<p>The date when the principal amount of a security or debt becomes due and payable.</p>
MMMF	<p><u>Money Market Mutual Funds</u> are a specific type of mutual fund that invests only in money market instruments (i.e., short-term debt instruments such as treasury bills, commercial paper, banker's acceptances, repurchase agreements, and federal funds) as defined and registered with the Securities and Exchange Commission. Money market mutual funds are regulated by the Investment Company Act of 1940 as 2a-7 funds. They strive to maintain a \$1 net asset value (NAV) for participants. There are three types of money market mutual funds: treasury, governmental and prime. Money market mutual funds are designed to provide both safety and liquidity.</p>
REPO	<p><u>A Repurchase Agreement</u> is an investment agreement involving the purchase of a security with a simultaneous agreement to repurchase that security at a specified price and date. Repurchase agreements may be used to earn income on idle cash at or near the federal funds market rate. A holder of securities sells them to an investor with a repurchase agreement. The buyer is in effect lending the seller money for the period of the agreement. The terms of the repurchase agreement are structured to compensate the buyer. Dealers often use repurchase agreements to finance their positions. The exception occurs when the Fed is said to be doing repurchase agreements, in this instance it is lending money, i.e., increasing bank reserves. Repurchase agreements should always be governed by an executed <u>PSA</u> Master Repurchase Agreement between the investor and the dealer to reduce collateral risk.</p>

Humble Independent School District
Investment Report - Glossary
March 31, 2009

SLMA Student Loan Marketing Association (Sallie Mae) is a stockholder-owned corporation established by an Act of Congress in 1972. Sallie Mae is the largest source of financing and servicing for education loans in the U.S.

SLGS State and Local Government Series securities are generally used in escrow accounts for advanced refund of bond issues and for certain other funds. Yield is restricted by the Internal Revenue Service's arbitrage regulations. SLGS are non-marketable securities issued by the U.S. Treasury directly to the issuer as a tool to manage yield-restricted bond proceeds. The interest rate on SLGS is selected by the purchaser (e.g., school district) based upon a maximum rate scale published daily by the U.S. Treasury. This allows the purchaser to structure an overall rate of return on the escrow that is less than or equal to the yield on the bond issue so that there is no violation of arbitrage restrictions. The most frequent use of SLGS is in advance refunding transactions in which the yield on the escrow being created to defease old bonds must not be greater than the yield on the refunding bonds sold to fund the escrow. By using SLGS, the bond issuer can structure an optimal structure in an escrow that yields less than the bond yield.

**Humble Independent School District
Investment Report - Compliance Statement
March 31, 2009**

We, the approved Investment Officers of Humble ISD, hereby certify that the following Investment Report represents the investment position of the District as of **March, 2009** in compliance with the Board approved Investment Policy, the Public Funds Investment Act (*Texas Government Code 2256*), and Generally Accepted Accounting Principles (GAAP).

Kevin Handell, Finance Director

Lynn Lynn, Assistant Superintendent for Financial Services

Humble Independent School District
Schedule of Revenues and Expenditures
Budget and Actual - General Fund
As of March 31, 2009

	Budgeted Amounts		Actual Amounts	Ratio of Actual To Amended Budget
	Original	Amended		
REVENUES:				
General Fund Revenue				
Local Taxes	\$ 112,877,190	\$ 112,877,190	\$ 113,435,282	
Local Other	3,339,295	3,762,214	2,156,748	
State	115,659,524	115,659,524	55,907,149	
TRS-On-Behalf	10,190,220	10,937,913	5,888,056	
Federal	135,000	135,000	58,041	
Other Resources/Transfers	-	-	104,730	
Total Revenue	242,201,229	243,371,841	177,550,006	73%
EXPENDITURES:				
Current:				
Instruction	150,362,628	151,801,735	83,944,221	55%
Instructional Resources & Media Services	2,697,261	2,896,680	1,533,788	53%
Curriculum and Staff Development	2,294,589	2,283,653	1,355,604	59%
Instructional Leadership	2,310,812	2,212,164	1,417,819	64%
School Leadership	15,824,018	15,932,576	10,315,376	65%
Guidance, Counseling & Evaluation Services	13,279,001	10,463,903	6,387,953	61%
Social Work Services	245,825	311,733	182,096	58%
Health Services	2,454,954	2,387,164	1,356,545	57%
Student (Pupil) Transportation	9,224,973	9,188,342	4,954,034	54%
Cocurricular/Extracurricular Activities	2,745,164	5,485,181	3,495,352	64%
General Administration	5,734,500	5,864,162	4,178,703	71%
Plant Maintenance and Operations	24,167,184	24,223,694	16,700,183	69%
Security and Monitoring Services	1,849,412	1,882,150	1,298,229	69%
Data Processing Services	1,619,220	1,906,133	1,242,594	65%
Community Services	635,711	641,793	444,552	69%
Debt Service	-	-	-	0%
Payments to Juvenile Justice Alt. Ed. Prg.	277,000	277,000	268,560	97%
Payments to Tax Increment Fund	5,329,852	5,329,852	-	0%
Other Intergov Charges	1,149,125	1,149,125	863,781	75%
Total Expenditures	242,201,229	244,237,040	139,939,389	57%
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	(865,199)	37,610,616	
Transfers Out/Other Uses			69,620	
Net Change in Fund Balances	\$ -	(865,199)	\$ 37,540,996	
6/30/08 Unreserved, Undesignated Fund Balance		34,666,605		
6/30/08 Released Reserves/Designations		865,199		
Partial Release of Prior Year Designation for Compensation		-		
Unreserved, Undesignated General Fund Balance as of March 2009		34,666,605		
Unreserved, Undesignated General Fund Balance as a % of Total Budgeted Expenditures			14%	
Current Fund Balance Reserves/Designations:				
Reserve for Inventory		457,023		
Reserve for Encumbrances		-		
Designated for Capital Outlay		-		
Designated for E-Rate		-		
Designated for Compensation		-		
Designated for Medical Plan Benefits		-		
Designated for Special Education		996,911		
Designated for Opening New Campuses		17,479,239		
Total Fund Balance Reserves/Designations		18,933,173		
Total General Fund Balance as of March 2009		\$ 53,599,778		

**Humble Independent School District
Schedule of Revenues and Expenditures
Budget and Actual - Other
As of March 31, 2009**

	Amended Budget	Actual	Budget to Actual Variance In Dollars	Ratio of Actual to Amended Budget
BUDGETED FUNDS:				

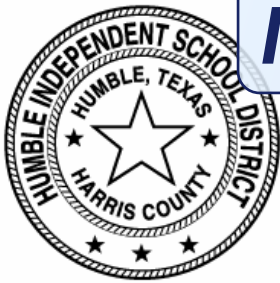
Food Service Fund Revenue:				
Local	\$ 7,555,877	\$ 4,955,924	\$ (2,599,952.67)	
State	65,000	75,694.0	10,694	
Federal	4,616,335	3,111,581	(1,504,754)	
Other Resources/Transfers	-	-	-	
Total	12,237,212	8,143,199	(4,094,013)	67%
Food Service Fund Expenditures	13,374,010	7,952,549	5,421,461	59%
Net Change in Fund Balance	(1,136,798)	190,650	1,327,448	
6/30/08 Unreserved, Undesignated Fund Balance	2,992,461	-	-	
6/30/08 Reserved for Inventory	167,373	-	-	
6/30/08 Reserved for Encumbrances	-	-	-	
6/30/08 Released Reserves and Designations	22,962	-	-	
Total Food Service Fund Balance as of March 2009	\$ 2,045,998	-	-	

Debt Service Fund Revenue:				
Local Taxes	\$ 34,444,569	\$ 33,771,478	\$ (673,091)	
Local TIRZ	5,890,472	-	(5,890,472)	
Local Other	1,300,000	459,627	(840,373)	
State	6,358,661	7,803,280	1,444,619	
Other Resources/Transfers	4,700,000	1,421,237	(3,278,763)	
Total	52,693,702	43,455,621	(9,238,081)	82%
Debt Service Fund Expenditures	52,693,702	43,150,897	9,542,805	82%
Net Change in Fund Balance	-	304,724	304,724	
6/30/08 Fund Balance	30,959,357			
Total Debt Service Fund Bal as of March 2009	\$ 30,959,357	-	-	

Internal Service Fund Revenue:				
Medical	\$ 18,968,683	\$ 13,177,058	\$ (5,791,625)	69%
Workers' Comp	2,580,000	2,100,524	(479,476)	81%
Total	21,548,683	15,277,582	(6,271,101)	
Internal Service Fund Expenditures:				
Medical	20,362,183	13,006,230	7,355,953	64%
Workers' Comp	2,580,000	493,093	2,086,907	19%
Total	22,942,183	13,499,322	9,442,861	
Net Change in Medical Net Assets	(1,393,500)	170,828	1,564,328	
Net Change in Workers' Comp Net Assets	-	1,607,431	1,607,431	
Total	(1,393,500)	1,778,259	3,171,759	
6/30/08 Medical Net Assets	597,551			
6/30/08 Workers' Comp Net Assets	4,882,721			
Total	5,480,272			
Medical Net Assets as of March 2009	(795,949)			
Workers' Comp Net Assets as of March 2009	4,882,721			
Total	4,086,772			

Humble Independent School District
Capital Projects Expenditure Summary
Inception to March 31, 2009

Authorization/ Fund	Total Expenditures									Encumbrances	Remaining Budget Balance	
	Budget	2003 Expenditures	2004 Expenditures	2005 Expenditures	2006 Expenditures	2007 Expenditures	2008 Expenditures	2009 Expenditures	To Date			
2002 - \$229,984,624												
Capital Projects:												
Phase 1 - 6203	\$ 52,075,000	\$ 14,533,929	\$ 29,880,159	\$ 6,829,169	\$ 799,356	\$ 32,387	\$ -	\$ -	\$ 52,075,000	\$ -	\$ -	
Phase 2 - 6303	89,767,579	149,701	8,896,951	40,902,331	38,080,617	1,737,979	-	-	89,767,579	-	-	
Phase 3 - 6305	42,764,488	-	-	7,289,025	24,474,931	8,665,311	2,335,221	-	42,764,488	-	-	
Phase 4 - 6406	25,646,718	-	-	-	2,450,325	12,184,560	5,288,246	5,722,171	25,645,302	1,410	6	
Capital Outlay:												
Phase 1 - 6913	3,700,000	1,389,250	1,026,841	1,174,390	100,819	8,700	-	-	3,700,000	-	-	
Phase 2 - 6914	1,932,421	-	692,089	731,588	502,402	6,342	-	-	1,932,421	-	-	
Phase 3 - 6915	2,105,512	-	-	319,968	787,270	798,812	199,462	-	2,105,512	-	-	
Phase 4 - 6916, 6917	3,612,906	-	-	-	236,011	775,805	1,323,086	1,257,284	3,592,186	16,544	4,176	
Debt Service:												
Phase 1-4 - 599x	8,380,000	8,175,000	-	130,000	75,000	-	-	-	8,380,000	-	-	
Total 2002	229,984,624	24,247,880	40,496,040	57,376,471	67,506,731	24,209,896	9,146,015	6,979,455	229,962,488	17,954	4,182	
2005 - \$342,030,000												
Capital Projects:												
Phase 1 - 6515	42,300,000	-	-	2,373,314	22,836,142	13,190,851	3,855,773	38,750	42,294,830	5,170	0	
Phase 2 - 6526	98,410,000	-	-	-	6,513,690	55,615,960	32,281,924	3,998,050	98,409,624	-	376	
Phase 3 - 6537	85,000,000	-	-	-	-	5,878,277	48,718,189	21,955,320	76,551,786	6,686,654	1,761,560	
Phase 4 - 6547	25,000,000	-	-	-	-	552,416	11,763,245	2,874,374	15,190,035	7,938,934	1,871,031	
Phase 5 - 6558	75,531,277	-	-	-	-	-	957,925	19,092,258	20,050,183	33,147,318	22,333,776	
Capital Outlay:												
Phase 5 - 6918	868,723	-	-	-	-	-	15,876	632,082	647,958	152,576	68,189	
Total 2005	327,110,000	-	-	2,373,314	29,349,832	75,237,504	97,592,932	48,590,834	253,144,416	47,930,652	26,034,932	
Total-all funds	\$ 557,094,624	\$ 24,247,880	\$ 40,496,040	\$ 59,749,785	\$ 96,856,563	\$ 99,447,400	\$ 106,738,947	\$ 55,570,289	\$ 483,106,904	\$ 47,948,606	\$ 26,039,114	



INFORMATION ONLY

Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input checked="" type="checkbox"/> Financial Svcs. Considerations <input type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
--	--

Title: Disability, Life, and Vision Benefits

Report on Disability, Life, and Vision Benefits

Background /Impact Information: This year as part of the review of all benefit programs, the District made efforts to insure that we are providing the most competitive pricing for Disability and Life benefits as well as "best practices" in the management of claims. The Disability, Life, and Vision benefits were renewed for a 10-month period to align these plans with our fiscal year.

Long term disability coverage is provided for a 210 day waiting period and is currently administered by Standard Life Insurance Company and funded by the District at \$4.36 per TRS eligible employee per month. Short term optional disability coverage for either a 30 or 60 day waiting period is offered to employees, but is funded entirely by employees. The short term disability program is currently managed in-house. The District has requested proposals for administration of both the short and long term disability programs. External administration will reduce the risk of in-house staff adjudicating claims for other employees with regard to disability. Implementation of a well-managed program will reduce the number of days lost to disability, which in turn will increase productivity as well as reduce the incidence of long term disability. Finally, having both short and long term disability administered by one vendor will eliminate issues related to the transition from short term to long term disability coverage.

In addition to disability benefits, the District also provides term life insurance for employees. The Life Insurance Program is currently insured with Minnesota Life Insurance Company and provides a \$10,000 term life policy at \$.64 per employee per month, with optional coverage for spouses and children. Premiums for the optional coverage are paid by the employees.

During March, the District sent out Requests for Proposals for each of the above benefit areas. Sixteen proposals were received and are in the process of being evaluated. The District plans on submitting a recommendation to the Board for approval of these benefit

areas at the April 28th special board meeting.

A Request for Proposals was not performed with regard to Vision Benefits at this time. The current monthly premiums for vision coverage are as follows:

Employee Only	\$11.32
Employee & Child(ren)	\$18.50
Employee & Spouse	\$18.12
Employee & Family	\$29.90

This coverage is currently with VSP and is funded entirely by employees. The proposed rates will not be increased for next year while some enhancements will be made to the plan. The recommendation submitted at the April 28th special meeting will include renewal of vision benefits with VSP.

Fiscal Impact Statement:

Cost:	Budgetary Codes:					
<input type="checkbox"/> Recurring	Fund	Func	Object	Sub-Object	Org	PIC
<input type="checkbox"/> One-Time			-	-	-	-
			-	-	-	-
Funding Source:	Fiscal Year:					
<input type="checkbox"/> General Fund	Amendment Required? <input type="checkbox"/> Yes <input type="checkbox"/> No					
<input type="checkbox"/> Grant Funds (Specify):						
<input type="checkbox"/> Bond Funds (Specify):						
<input type="checkbox"/> Other Funds (Specify):						

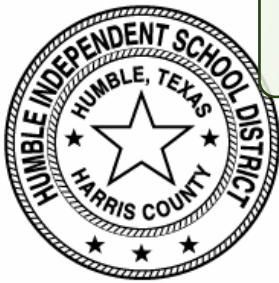
Attachments: N/A

Campus/Department Submitting Form: Benefits and Risk Management

Date Submitted: April 2, 2009

Resource Personnel:

Roger Westwood	281-641-8049	roger.westwood@humble.k12.tx.us
Lynn Lynn	281-641-8014	elizabeth.lynn@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

Regular Meeting

Special Meeting
/Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information
/ Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

**Number of Board Meetings item
is planned to be presented:**

- This Agenda Only
- Other, explain:

Title: Humble High School Additions and Renovations Close Out

Consideration of Humble High School Additions and Renovations Close Out

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the final payment of \$1,804,824.06 to J. T. Vaughn Construction Company, Inc. for the additions and renovations at Humble High School.

Background/Impact Information:

The 2002 and 2005 Bond Review Committee reviewed the need for renovating Humble High School and recommended this project in a report to the Board dated July 11, 2002. At its April 11, 2006 meeting, the Humble ISD Board of Trustees approved a construction contract in the amount of \$35,700,079.25 with J. T. Vaughn Construction Company, Inc. for the Humble High School Additions and Renovations project. Subsequently, at its June 10, 2008 meeting, the Board approved an increase to the Owner's Contingency within the J. T. Vaughn construction contract in the amount of \$300,000 due to unforeseen and unexpected conditions encountered during construction including incomplete and inaccurate as-built drawings. In December 2008, the District received a check from SBWV in the amount of \$127,455.20 as part of their contribution for remediation of the scope of work for the project. The resulting total construction contract amount was \$36,127,534.45.

The Humble High School Additions and Renovations project began in May 2006 and was conducted in a multiphase approach, facilitating continued occupation by the owner. The project included a design capacity of 2,400 students located in 6 academic houses of 400 students each to accommodate the smaller learning community recommendation of the High Schools of the Future Task Force. Additional project scope included numerous complex additions and renovations. Notable new areas include administration and special education facilities, science and computer labs, a commercial kitchen, athletic dressing rooms, and a black box theater. Significant renovations were made in areas such as the fine arts center,

HVAC systems, parking areas, school entrance, and bus loops.

On March 12, 2009 representatives of the Architect, HISD Construction Department, and HISD Support Services determined the project was substantially complete. Since that time, all punch list items have been completed to HISD's and the Architect's satisfaction. Additionally, all close out documents have been submitted by the contractor, reviewed by the Architect and HISD Construction Department, and audited by HISD's Internal Auditor. The warranty period has commenced.

Funding for this project was available from bonds sold in the 2002 Bond Program and the 2005 Bond Program. J. T. Vaughn Construction Company, Inc. completed the project for a final project cost of \$36,096,481.25.

Fiscal Impact Statement:

Cost: \$1,804,824.06

Recurring

One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Final Application for Payment – Attachment 1
Final Change Order – Attachment 2
June 10, 2008 Board Agenda Item Authorizing Increase in Owner's Contingency – Attachment 3

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 30, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Karl Lundquist 281-641-8749 karl.lundquist@humble.k12.tx.us

RECEIVED

MAR 27 2009

INVOICE # 034R

HISDC CONSTRUCTION

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:
Humble Independent School District
Attn: Deborah Yochar
1703 Wilson Road, Bldg B
Humble, TX 77347

PROJECT:
Additions & Renovations to
Humble High School

APPLICATION 1027-34R (Retainage) ✓

Distribution to:

PERIOD TO: 2/28/2009 ✓

[X] Owner

[X] Architect

PROJECT NO: 1027

[X] Acct AFP

[X] Acct AR

CONTRACT DATE: 6/1/2006

[]

RECEIVED
MAR 12 2009
SBWW ARCHITECTS

FROM CONTRACTOR:
Vaughn Construction

VIA ARCHITECT:
SBWW Architects

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

- 1. ORIGINAL CONTRACT SUM \$ 35,700,079.25 ✓
2. NET CHANGE BY CHANGE ORDERS \$ 396,402.00 ✓
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 36,096,481.25 ✓
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 36,096,481.25 ✓
5. RETAINAGE:
a. 5% of Completed Work 0.00
b. 5% % of Stored Material 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00 ✓
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 36,096,481.25 ✓
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 34,291,657.19 ✓
8. CURRENT PAYMENT DUE \$ 1,804,824.06 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) 0.00 ✓

CONTRACTOR: Vaughn Construction

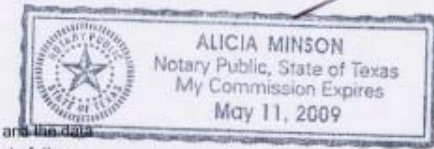
By:

Name:

Date:

3-12-2009

State of: Texas County of: Harris
Subscribed and sworn to before me this 12th day of March 2009
Notary Public: Alicia Minson
My Commission expires: 5-11-09



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 1,804,824.06

Handwritten signature and date 3-30-09

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet to be changed to conform with the amount certified.)

ARCHITECT:

By:

Date:

3-25-09

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Handwritten signatures and dates: 4/2/09, 3-30-09, 4-2-03-30-09

Table with 3 columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTIONS. Rows include Total changes approved in previous months by Owner, Total approved this Month, TOTALS, and NET CHANGES by Change Order.

530/5.15

RECEIVED

MAR 27 2009

HISD-CONSTRUCTION

AIA Document G701™ - 2001

Change Order

PROJECT (Name and address): Additions & Renovations to Humble High School 1700 Wilson Road Humble, Texas 77338	CHANGE ORDER NUMBER: 004 DATE: October 21, 2008	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): J.T. Vaughn Construction Company, Inc. 10355 Westpark Drive Houston, Texas 77042-5312	ARCHITECT'S PROJECT NUMBER: 1163 CONTRACT DATE: April 11, 2006 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Credit for balances remaining in all allowances specified in Section 01020 Allowances.

The original Contract Sum was	\$ 35,700,079.25 ✓
The net change by previously authorized Change Orders	\$ 427,455.20 ✓
The Contract Sum prior to this Change Order was	\$ 36,127,534.45 ✓
The Contract Sum will be decreased by this Change Order in the amount of	\$ 31,053.20 ✓
The new Contract Sum including this Change Order will be	\$ 36,096,481.25

The Contract Time will be increased by Seventy-one calendar (71) days.
The date of Substantial Completion as of the date of this Change Order therefore is Friday, December 12, 2008

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

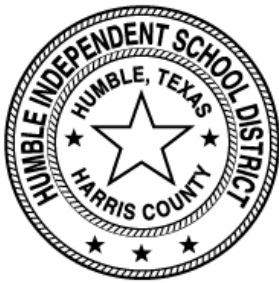
NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

SBWV Architects, Inc.
ARCHITECT (Firm name)
3040 Post Oak Boulevard, Suite 1220,
Houston, Texas 77056
ADDRESS
Gerald P. Stuyck
BY (Signature)
Gerald P. Stuyck, AIA
(Typed name)
March 11, 2009
DATE

J.T. Vaughn Construction Company, inc.
CONTRACTOR (Firm name)
10355 Westpark Drive
Houston, Texas 77042-5312
ADDRESS
Bryan Dasset
BY (Signature)
Bryan Dasset
(Typed name)
3-17-2009
DATE

Humble Independent School District
OWNER (Firm name)
P.O. Box 2000,
Humble, Texas 77347
ADDRESS
M. Burkner
BY (Signature)
3-30-09
DATE
ECP 3/27/09

DA [Signature]
3.30.09
AS 03/30/09



Board of Trustees Agenda Item

Meeting Date: June 10, 2008

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
--	--	--

District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
--	--

Title: Increase in Owner’s Contingency – Humble High School

Consideration of Increase in Owner’s Contingency – Humble High School

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees approve an increase to Owner’s Contingency in the Vaughn Construction Company’s contract for the Humble High School addition and renovation project.

Background /Impact Information: The Humble High School addition and renovation project began in May 2006. The original \$39.2 million project was a multi-phased, highly complicated project spanning over a two year period. Many unforeseen and unanticipated conditions have contributed to remediation of the scope of work, planning, and adjustment to on-going construction, resulting in delays until next steps could be determined. The changes in the scope of work have been costly to resolve. After 19 months of construction, the \$750,000 Owner’s Contingency has been exhausted.

The following are examples of how the Owner’s Contingency funds have been used to resolve problems on the Humble High School project:

- **Unforeseen and unexpected conditions** that are first discovered during construction (typically underground, behind walls, above ceilings)
- **Inaccurate or incomplete as-built drawings** of the existing school on which the architect and engineers rely upon to develop the plans and specifications
- **New or additional building code requirements** that have been passed since the initial building permits for the school were issued
- **Owner-requested changes** are sometimes necessary as work progresses; the owner identifies changes that would improve the functionality or longevity of the project that weren’t originally noted during design. These changes are reviewed carefully. These changes may be requested by any number of District employees including the campus principal, maintenance department, technology services and/or construction department staff who have identified a

problem which impacts one of the aforementioned criteria and would most likely cost less to change at the current time rather than changing it later.

On projects of this magnitude it is not unusual that there are some errors and omissions in the construction documents. SBWV and its engineering consultants have paid and will continue to pay for the remedial costs associated with any changes to the project as a result of A/E errors and omissions.

The original construction contract amount of \$39,186,389 included an Owner's Contingency allowance of \$750,000. When doing renovations on a complex, owner-occupied project, the industry standard is to allow for an owner's contingency allowance of 3-5% of the cost of construction. Based on industry standards, the owner's contingency on the HHS project should have been estimated to be in the \$1.17 - \$1.96 million range. Not unlike Kingwood High School, this project came in over the budget. Owner's Contingency was among other cost saving reductions made during the value engineering and cost cutting stage of the HHS project.

At the end of the project, all unused Owner's Contingency funds will be retained by Humble ISD. Increasing the Vaughn contract for Humble High School by \$300,000 authorizes the administration to spend up to that amount for the aforementioned reasons.

This recommendation is not unlike the recent situation at the Kingwood High School renovation project at which, despite efforts to complete the work within the original budget, an additional \$550,000 has been required for the project.

Fiscal Impact Statement: Funding for this request will be provided by the 2005 Bond Program Contingency funds which have a current unencumbered balance of \$1.6 million. This request was reviewed by the Bond Program Contingency Committee on Tuesday, May 27, 2008. The Committee approved the request to be submitted to the Board for final approval.

Cost: \$300,000

- Recurring
 One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Phases IV & V of the 2005 Bond Program

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

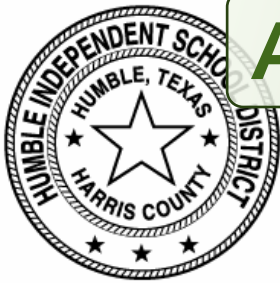
Attachments: N/A

Campus/Department Submitting Form: Facility Planning & Construction Department

Date Submitted: May 27, 2008

Resource Personnel:

Deborah A. Yocham	281-641-8702	deborah.yocham@humble.k12.tx.us
Karl Lundquist	281-641-8749	karl.lundquist@humble.k12.tx.us
Catherine Dalles	281-641-8994	catherine.dalles@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

Regular Meeting

Special Meeting
/Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information
/ Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

**Number of Board Meetings item
is planned to be presented:**

- This Agenda Only
- Other, Explain:

Title: KHS Additions and Renovations Close Out

Consideration of KHS Additions and Renovations Close Out

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the final payment of \$2,187,072.42 to J. T. Vaughn Construction Company, Inc., for the additions and renovations at Kingwood High School.

Background/Impact Information:

The 2002 Bond Review Committee reviewed the need for renovating Kingwood High School and recommended this project in a report to the Board dated July 11, 2002. At its May 9, 2006 meeting, the Humble ISD Board of Trustees approved a construction contract in the amount of \$44,241,339 with J. T. Vaughn Construction Company, Inc. for the Kingwood High School Additions and Renovations project. Subsequently, at its December 11, 2007 and August 12, 2008 meetings, the Board approved increases to the Owner's Contingency within the J. T. Vaughn construction contract in the amounts of \$550,000 and \$400,000 respectively, resulting in a total construction contract amount of \$45,191,339.

The Kingwood High School Additions and Renovations project began in May 2006 and was conducted in a multiphase approach, facilitating continued occupation by the owner. The project included a design capacity of 2,800 students located in 7 academic houses of 400 students each to accommodate the smaller learning community recommendation of the High Schools of the Future Task Force. Additional project scope included numerous complex additions and renovations. Notable new areas include administration and special education facilities, science and computer labs, a commercial kitchen, and athletic dressing rooms. Significant renovations were made in areas such as the performing arts center, competition and practice gymnasiums, HVAC systems, parking areas, and bus loops.

On March 11, 2009 representatives of the Architect, HISD Construction Department, and

HISD Support Services determined the project was substantially complete. Since that time, all punch list items have been completed to HISD's and the Architect's satisfaction. Additionally, all close out documents have been submitted by the contractor, reviewed by the Architect and HISD Construction Department, and audited by HISD's Internal Auditor. The warranty period has commenced.

Funding for this project was available from bonds sold in the 2002 Bond Program and the 2005 Bond Program. J. T. Vaughn Construction Company, Inc. completed the project for a final project cost of \$44,921,310.

Fiscal Impact Statement:

Cost: \$2,187,072.42

Recurring

One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Final Application for Payment

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Jody Doebele 281-641-8738 jody.doebele@humble.k12.tx.us

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

INVOICE # 33

TO OWNER:
 Humble Independent School District
 Attn: Jody Doebele
 1703 Wilson Road, Bldg B
 Humble, TX 77347

PROJECT:
 Additions & Renovations to
 Kingwood High School

APPLICATION 1039-033

Distribution to:

- Owner
- Architect
- Acct AFP
- Acct AR
-

FROM CONTRACTOR:
 Vaughn Construction

VIA ARCHITECT:
 SBWV Architects

RECEIVED

APR 08 2009

HISD-CONSTRUCTION

PERIOD TO: 2/28/2009

PROJECT NO: 1039

CONTRACT DATE: 5/15/2006

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 44,241,339.00
- 2. NET CHANGE BY CHANGE ORDERS \$ 679,971.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 44,921,310.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 44,921,310.00
- 5. RETAINAGE:
 - a. 5% of Completed Work 0.00
 - b. 5% of Stored Material 0.00
- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00
- 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 44,921,310.00
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 7 from prior Certificate) \$ 42,734,237.58
- 8. CURRENT PAYMENT DUE \$ 2,187,072.42
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) 0.00

ECP 4/8/09

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	950,000.00	0.00
Total approved this Month	0.00	(270,029.00)
TOTALS	950,000.00	(270,029.00)
NET CHANGES by Change Order		\$679,971

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Vaughn Construction

By:

Matt Bailey
 Name:

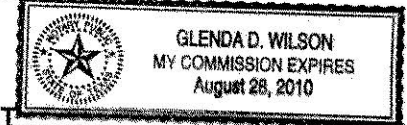
Date:

04/08/09

State of: Texas

County of: Harris

Subscribed and sworn to before me this 28th day of January, 2009
 Notary Public: *Glenda D. Wilson*
 My Commission expires: *8/28/2010*



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

M. Buckner
via phone confirmation
4-8-09

AMOUNT CERTIFIED \$

2,187,072.42

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

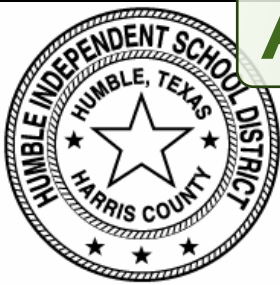
Don & Val
 Name:

Date:

4-8-09

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Laura G. [Signature]
4/8/09
04-08-09



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input checked="" type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: ES #26 Design Development

Consideration of Elementary School #26 Design Development

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees approve the design development documents for Elementary School #26 as prepared by PBK Architects, Inc.

Background/Impact Information:

Elementary School #26 is scheduled to open in August, 2010. It will be located in the southern section of Eagle Springs, Terrabrook Development and will provide relief for Eagle Springs Elementary. Elementary No. 26 will be the District’s first sustainable school facility that meets Leadership in Environmental and Energy Design (LEED) and Texas Collaborative for High Performance Schools (TxCHPS) standards. These sustainable and high performance building design and construction standards consider aspects such as day lighting, indoor air quality, and energy efficiency to build a school that operates efficiently, protects natural resources, provides superior visual, acoustical, and thermal comfort – all while also serving as a learning tool for teachers’ use.

At its December 9, 2008 meeting, the Humble ISD Board of Trustees approved PBK Architects, Inc. as the architect to provide design and construction administration services for the construction of Elementary No. 26. Additionally, at the December 9, 2008 meeting, the Board approved Tellepsen Builders, LP as Construction Manager at Risk (CM@R) for the project. Since that time, numerous design meetings have been conducted involving participation from the architect, the CM@R, the HISD Construction Dept., and HISD administrative and instructional staff. The proposed Design Development Documents presented herein are the product of these collaborative design sessions. Representing a new, innovative vision, key features of the design are:

- 107,000 square feet, accommodating 950 students in grades PreKindergarten through Grade 5

- Instructional theme of “Energy” throughout facility
- Two story to minimize environmental footprint
- Main learning corridor incorporating interactive kiosks
- Outdoor “hands-on” learning environments
- “Open access” viewing to portions of the building’s mechanical & data operational equipment

Approval of this recommendation at this time will facilitate continued progress according to the planned project timeline as Humble ISD will authorize PBK Architects, Inc. to proceed to the construction document phase of the project. At subsequent meetings, the Board will then approve a guaranteed maximum price proposed by the CM@R based on the design and construction document specifications.

Fiscal Impact Statement: The total amount of funding for architect fees for this project is estimated at \$862,500. Funding in the amount of \$733,000 will be provided from Phase 5 of the 2005 Bond Program. The remaining amount of \$129,500 will be funded from Phase 1 of the 2008 Bond Program.

Estimated Cost:

Budgetary Codes:

	Fund	Func	Object	Sub-Object	Org	PIC
<input type="checkbox"/> Recurring						
<input checked="" type="checkbox"/> One-Time			-	-	-	-
			-	-	-	-

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments:

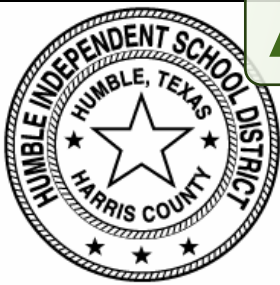
PBK, Inc will provide a Design Development booklet prior to the Board meeting and will be available for questions and comments from the Board of Trustees during the meeting.

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us
 Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us
 Debbie Smith 281-641-8713 debbie.smith@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input checked="" type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: CLC Additions and Renovations

Consideration of Community Learning Center Additions and Renovations Design Development

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees approve the design development documents for the Community Learning Center additions and renovations project as prepared by SHW Group.

Background/Impact Information:

The Community Learning Center currently provides services to a diverse group of students including the following:

- ◆ Secondary Long Term Discipline Program
- ◆ Elementary Short Term Discipline Program
- ◆ PACE and Pre-PACE Programs
- ◆ Family/Adult Literacy Program
- ◆ Behavior Training Center
- ◆ Life Skills for Student Parents Program
- ◆ Childcare Facilities and Services for These Programs

Additional programs planned to commence with the 2010-2011 academic year are the:

- ◆ High Point Replacement Program
- ◆ Preschool Program for Children with Disabilities (PPCD)
- ◆ Employee Childcare Program

The CLC Additions and Renovations Project is a project that spans both the 2005 and 2008 Bond Programs with the purpose of providing adequate permanent, functional, program-specific space and facilities for the services provided. At its January 13, 2009 meeting, the HISD Board of Trustees approved SHW Group as the architect for the CLC Additions and Renovations project. At its March 10, 2009 meeting, the Board approved Durotech, Inc. as the Construction Manager at Risk (CM@R) for the project. Since the approval of the architect

and CM@R, numerous site visits and design sessions have been conducted. Facilitated by the HISD Construction Department and SHW Group, these site visits and design sessions involved participation from administrative and instructional staff from each program housed at the CLC. The proposed design development documents herein are the product of these collaborative sessions. Highlights of this unique facility are:

- ◆ three (3) new wings with approximately 39,000 square feet providing 20 indoor classrooms, and related administrative offices, resource areas, and restrooms
- ◆ outdoor learning and activity spaces
- ◆ Safe and Secure building enhancements including modified traffic patterns, entrances and exits, and controlled access for increased security
- ◆ flex spaces for increased functionality
- ◆ observation hallways/rooms for training and assessments
- ◆ sensory integration and occupational therapy gym
- ◆ life and work skills independent-living space
- ◆ early learning and childcare center

Approval of this recommendation at this time will facilitate continued progress according to the planned project timeline as Humble ISD will authorize SHW Group to proceed to the construction document phase of the project. At subsequent meetings, the Board will then approve a guaranteed maximum price proposed by the CM@R based on the design and construction document specifications.

Fiscal Impact Statement: The total amount of funding for architect fees for this project is estimated at \$345,000. Funding in the amount of \$287,730 will be provided from Phase 5 of the 2005 Bond Program. The remaining amount of \$57,270 will be funded from Phase 1 of the 2008 Bond Program.

Estimated Cost:

- Recurring
 One-Time

		Budgetary Codes:				
Fund	Func	Object	Sub-Object	Org	PIC	
		-	-	-	-	
		-	-	-	-	

Funding Source:

- General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):

Fiscal Year:
 Amendment Required? Yes No

Attachments:

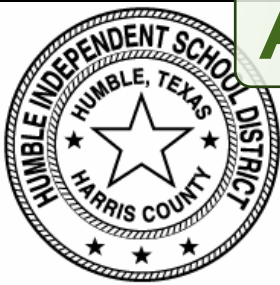
SHW group will provide an electronic Design Development booklet prior to the Board meeting and will be available for questions and comments from the Board of Trustees during the meeting.

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us
 Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us
 Debbie Smith 281-641-8713 debbie.smith@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Turner Stadium Additions and Renovations

Consideration of Turner Stadium Additions and Renovations Design Development

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the design development documents for the Turner Stadium additions and renovations project as prepared by PBK Architects, Inc.

Background/Impact Information:

At its December 9, 2008 meeting, the HISD Board of Trustees approved PBK Architects, Inc. as the architect to provide design and construction administration services for the Turner Stadium Additions and Renovations project. Additionally, at its March 10, 2009 meeting, the Board approved Brae Burn Construction Company as Construction Manager at Risk (CM@R) for the project. Since that time, numerous design meetings have been conducted involving participation from the architect, the CM@R, the HISD Construction, Athletic, Maintenance and Technology Departments, and HISD Booster Club representatives. The proposed Design Development Documents presented herein are the product of these collaborative design sessions. Representing a vision for a showcase facility of the district, key features of the design are:

- Open air entrance plaza for home and visitor event attendees
- New home and visitor ticket booths
- New concession facilities
- New storage facility
- ADA compliant seating
- Two story press box
- Resurfaced track
- Replacement of field house and maintenance building

Approval of this recommendation at this time will facilitate continued progress according to the

planned project timeline as Humble ISD will authorize PBK Architects, Inc. to proceed to the construction document phase of the project. At subsequent meetings, the Board will then approve a guaranteed maximum price proposed by the CM@R based on the design and construction document specifications.

Fiscal Impact Statement: The total amount of funding for architect fees for this project is estimated at \$780,000. Funding in the amount of \$640,000 will be provided from Phases 3, 4, and 5 of the 2005 Bond Program. The remaining amount of \$140,000 will be funded from Phase 1 of the 2008 Bond Program.

Estimated Cost:

- Recurring
- One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:
Amendment Required? Yes No

Attachments:

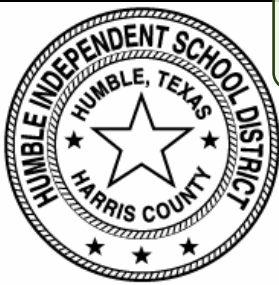
PBK, Inc will provide a Design Development booklet prior to the Board meeting and will be available for questions and comments from the Board of Trustees during the meeting.

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us
Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us
Jodie Doebele 281-641-8738 jodie.doebele@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
--	--

Title: Architectural Consulting Services

Consideration of Architectural Consulting Services

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees authorize the Superintendent to negotiate and finalize contracts for architectural services on the following projects: Elementary School No. 26 with PBK Architects, Inc.; Community Learning Center (CLC) Additions and Renovations with SHW Group; and Turner Stadium Additions and Renovations with PBK Architects, Inc.

Background/Impact Information:

The HISD Board of Trustees approved the selection of architects for various Bond Projects as follows:

<u>Board Meeting</u>	<u>Project</u>	<u>Architect</u>
December 9, 2008	Elementary No. 26	PBK Architects, Inc.
December 9, 2008	Turner Stadium Additions & Renovations	PBK Architects, Inc.
January 13, 2009	CLC Additions & Renovations	SHW Group

In accordance with these approved assignments, HISD’s General Counsel and outside counsel are drafting and negotiating architectural services contracts with the various vendors for each identified project. By approving the Superintendent’s recommendation, the Board authorizes the Superintendent to take any and all steps necessary to negotiate and execute a contract for services, including amendments, with the vendors outlined in this item in the best interest of the District and based upon currently available bond funds.

Fiscal Impact Statement: The total amount of funding for architect fees for these three projects is estimated at \$1,987,500. Funding in the amount of \$1,660,730 will be provided from Phases 3, 4, & 5 of the 2005 Bond Program. The remaining amount of \$326,770 will be provided from Phase 1 of the 2008 Bond Program.

Estimated Cost:

Recurring

One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: N/A

Campus/Department Submitting Form: Facility Planning and Construction

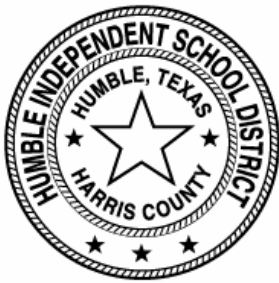
Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Stephanie Rosenberg 281-641-8002 stephanie.rosenberg@humble.k12.tx.us



Board of Trustees Agenda Item

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply):

<input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Construction Services

Consideration of Construction Services for Bond Projects

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees authorize the Superintendent to negotiate and finalize contracts for construction services on the following projects: Elementary School No. 26 with Tellepsen Builders L.P.; Community Learning Center (CLC) Additions and Renovations with Durotech, Inc.; and Turner Stadium Additions and Renovations with Brae Burn Construction Company.

Background/Impact Information:

The HISD Board of Trustees approved the selection of Construction Managers at Risk (CM@R) for various Bond Projects as follows:

<u>Board Meeting</u>	<u>Project</u>	<u>CM@R</u>
December 9, 2008	Elementary No. 26	Tellepsen Builders L.P.
March 10, 2009	Turner Stadium Additions & Renovations	Brae Burn Construction Company
March 10, 2009	CLC Additions & Renovations	Durotech, Inc.

In accordance with these approved assignments, HISD’s General Counsel and outside counsel are drafting and negotiating construction services contracts with the various vendors for each identified project. By approving the Superintendent’s recommendation, the Board authorizes the Superintendent to take any and all steps necessary to negotiate and execute a contract for services, including amendments, with the vendors outlined in this item in the best interest of the District and based upon currently available bond funds.

Fiscal Impact Statement: Funding will be provided from Phases 3-6 of the 2005 Bond Program and Phase 1 of the 2008 Program.

Cost:

- Recurring
 One-Time

Budgetary Codes:

Fund	Func	Object	Sub-Object	Org	PIC
-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

- General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: N/A

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

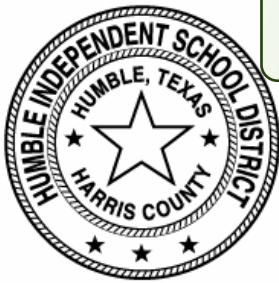
Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Stephanie Rosenberg 281-641-8002 stephanie.rosenberg@humble.k12.tx.us

APPROVED



**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

- Regular Meeting**
- Special Meeting /Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information / Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

Number of Board Meetings item is planned to be presented:

- This Agenda Only
- Other, explain:

Title: Architect Selection for KHS Softball Field Project

Consideration of Architect Selection for KHS Softball Field Project

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of SBWV Architects to provide architectural services for the design and construction related to the Kingwood High School Softball Field Project.

Background/Impact Information:

On October 14, 2008, the Board of Trustees approved SBWV Architects (SBWV) as one of the "pool architects" to provide services for the 2008 Bond Program. It is recommended that SBWV now be approved to provide architectural services for the design and construction administration of the Kingwood High School Softball Field Project.

Simultaneous with the KHS Renovation Project, the installation of a new softball field facility was anticipated in order to ensure consistent standards across the District high school athletic facilities. To facilitate a timely conclusion of the KHS Renovation Project concurrent with initial work on the softball field project, the KHS softball field facility was segregated as a separate construction project.

The project includes construction of a softball field with bleacher seating for 150, restrooms, concessions, batting cages, and surrounding walkways and lighting. Additional scope has been included to renovate the football field restrooms and add a restroom that will serve the baseball field.

SBWV served as architect on the KHS Renovation Project and is, therefore, familiar with the KHS site and facilities. Additionally, preliminary designs for the KHS softball field were drafted during the course of SBWV's work on the KHS Renovation Project. A May to October 2009 construction period is estimated in order to coincide with the upcoming softball season.

As a result, architect selection and subsequent contractor bidding and awarding by May 2009 is imperative for the planned project timeline.

The project cost for this project is estimated to be \$850,000. The architect's fee will be calculated as a percentage of the actual construction cost which will be approved at a subsequent board meeting.

By approving the Superintendent's recommendation, the Board authorizes the Superintendent to take any and all steps necessary to negotiate and execute a contract for services, including amendments, with the vendor outlined in this item in the best interest of the District and based upon currently available bond funds.

Fiscal Impact Statement: Funding for architect fees will be provided from Phase 5 of the 2005 Bond Program.

Estimated Cost: \$30,000

Recurring

One-Time

Fund	Func	Budgetary Codes:		Org	PIC
		Object	Sub-Object		
	-	-	-	-	
	-	-	-	-	

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: N/A

Campus/Department Submitting Form: Facility Planning and Construction

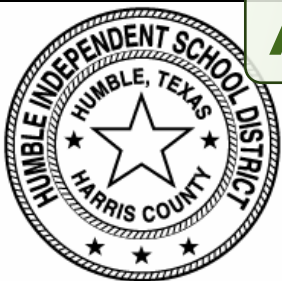
Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Jodie Doebele 281-641-8738 jodie.doebele@humble.k12.tx.us



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: SFE Chiller Replacement

Consideration of Shadow Forest Elementary Chiller Replacement

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of York/Johnson Controls to provide two chillers to be installed at Shadow Forest Elementary.

Background/Impact Information:

The HISD Maintenance Department annually reviews the District A/C chiller replacement schedule and verifies the condition of each chiller. Due to the age and irreparable condition of the chillers at Shadow Forest Elementary, the chillers were scheduled for replacement in Phase 4 of the 2005 Bond Program. As a result of 2005 Bond Program re-phasing, the project was deferred. In order to ensure the continued operation of the A/C system at Shadow Forest Elementary, the HISD Maintenance Department recommends the purchase of two (2) new chillers now, in preparation for installation during the summer 2009.

On March 4, 2009 HISD issued a Request for Competitive Sealed Proposals (RfCSP) for two (2) complete operational air-cooled chillers. On March 24, 2009, sealed proposals were received from two (2) equipment suppliers. Both proposals were read publicly. A selection committee comprised of HISD Construction, Maintenance, and Purchasing personnel reviewed the proposals. York/Johnson Controls provided the best value to the district based on strict compliance with the published award criteria indicated in the RfCSP.

Fiscal Impact Statement: Funding will be provided from Phase 5 of the 2005 Bond Program.

Cost: \$149,900

<input type="checkbox"/> Recurring	Budgetary Codes:
<input checked="" type="checkbox"/> One-Time	Fund Func Object Sub-Object Org PIC
	- - - - - -

Funding Source:

General Fund

Grant Funds (Specify):

Bond Funds (Specify):

Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Tabulation

Campus/Department Submitting Form: Facility Planning and Construction

Date Submitted: March 27, 2009

Resource Personnel:

Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us

Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us

Kenny Kendrick 281-641-8701 kenny.kendrick@humble.k12.tx.us

Kendra Jackson 281-641-8992 kendra.jackson@humble.k12.tx.us

**Chiller Pre-Purchase
Competitive Sealed Proposal # 2009-046
3/24/09 2:00 PM**

<u>Vendor</u>	<u>Total Pricing</u>
York/Johnson Controls	\$149,900.00
Trane Company	\$182,000.00

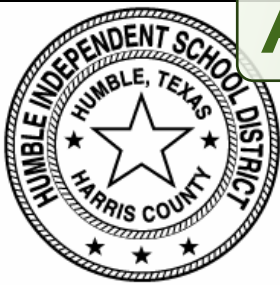
Total Items **2**

Proposals sent: 14
Proposals received: 2
No-proposals received: 0

Selection criteria: (Check all that apply)

- Purchase price
- Reputation of the vendor and the vendor's goods and service
- Quality of the vendor's goods or services
- Extent to which the goods or services meet the District needs
- Vendor's past relationship with the district
- The impact of the ability of the District to comply with laws relating to historically underutilized businesses
- The total long-term cost to the District to acquire the goods or services
- Any other relevant factor specifically listed in the request for bids or proposals

Award Basis:Lowest unit pricing
One Time Purchase



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply):

<input type="checkbox"/> Achieve Academic Excellence	Number of Board Meetings item is planned to be presented:
<input type="checkbox"/> Plan for Our Future	
<input checked="" type="checkbox"/> Maximize Our Financial Resources	
<input type="checkbox"/> Develop and Retain Our People	
	<input checked="" type="checkbox"/> This Agenda Only
	<input type="checkbox"/> Other, explain:

Title: Chicken Sandwiches

Consideration of Ready to Service Chicken Sandwiches

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of Chick-Fil-A to provide pre-packaged, ready-to-serve chicken sandwiches to be served at secondary school cafeterias.

Background /Impact Information:
 Humble ISD sought through competitive bid to establish firm pricing for pre-packaged, ready-to-serve chicken sandwiches to be sold to customers a la carte in the secondary school cafeterias. The Child Nutrition Department began selling chicken sandwiches in 2005 in response to a student survey. Initially the sandwich was only sold at the high school cafeterias, but due to continually increasing demand the sale of chicken sandwiches was expanded to the middle school cafeterias during the 2008-2009 school year. The vendor is responsible for expense of sandwiches not purchased by customers, thereby, providing substantial cost savings to district cafeterias.

Fiscal Impact Statement:

Cost:	Budgetary Codes:
<input checked="" type="checkbox"/> Recurring	Fund Func Object Sub-Object Org PIC
<input type="checkbox"/> One-Time	2410 - 35 - 6341 - 00 - XXX - 99
	- - - - -

Funding Source:
 General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):
 Child Nutrition

Fiscal Year:
 Amendment Required? Yes No

Attachments: Tabulation – Attachment 1

Proposed Service - Attachment 2

Campus/Department Submitting Form: Child Nutrition

Date Submitted: March 23, 2009

Resource Personnel: Robin Young 281-641-8462 robin.young@humble.k12.tx.us

PRE-PACKAGED CHICKEN SANDWICH RFP #2009-036**3/5/2009 10:00 AM****TABULATION**

<u>Vendor</u>	<u>Estimated Qty. Per Week</u>	<u>Unit Price</u>	<u>Estimated Annual Cost</u>
Chick-Fil-A			
Lake Houston Location	6,400	\$2.35	541,440
Deerbrook Mall Location	1,200	\$2.35	101,520
Fall Creek Location	1,090	\$2.35	92,214
Total Estimated Annual Cost			735,174

Proposals sent: 3
Proposals received: 1
No-proposals received: 0

Selection criteria: (Check all that apply)

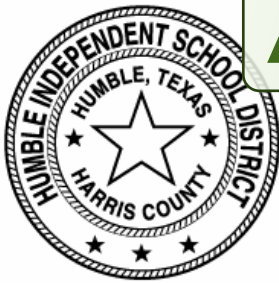
- Purchase price
- Reputation of the vendor and the vendor's goods and service
- Quality of the vendor's goods or services
- Extent to which the goods or services meet the District needs
- Vendor's past relationship with the district
- The impact of the ability of the District to comply with laws relating to historically underutilized businesses
- The total long-term cost to the District to acquire the goods or services
- Any other relevant factor specifically listed in the request for bids or proposals

Award Basis: Purchase price and extent to which goods meet the District needs

Term: 5 years with option to renew annually

RFP #2009-036
Chicken Sandwiches
Proposed Service
Chick-Fil-A

Campus Served	Chick-Fil-A Location	Serving Time	Estimated Qty. Per Week	Unit Price
HHS	Fall Creek	11:00 AM	500	\$ 2.35
SCHS	Fall Creek	undetermined	500	\$ 2.35
SMS	Fall Creek	10:40 AM	90	\$ 2.35
KPHS	Deerbrook	11:00 AM	700	\$ 2.35
KMS	Deerbrook	11:10 AM	500	\$ 2.35
KHS	Lake Houston	11:00 AM	700	\$ 2.35
AHS	Lake Houston	11:20 AM	2,000	\$ 2.35
HMS	Lake Houston	11:10 AM	300	\$ 2.35
AMS	Lake Houston	10:50 AM	1700	\$ 2.35
CMS	Lake Houston	11:20 AM	500	\$ 2.35
RMS	Lake Houston	11:30 AM	800	\$ 2.35
TMS	Lake Houston	11:20 AM	400	\$ 2.35



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply):

<input type="checkbox"/> Achieve Academic Excellence <input type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, explain:
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Title: Tree Removal / Stump Grinding Services

Consideration of Tree Removal / Stump Grinding Services

Superintendent's Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of Arbor Care, Inc. as the primary vendor for tree removal services and Lackey's Stump Grinding as the primary vendor for stump grinding services for the District.

Background /Impact Information:

These contracted services will allow the necessary removal of dead and fallen trees and the grinding or removal of tree stumps on District campuses.

Fiscal Impact Statement:

Cost: <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> One-Time	Budgetary Codes: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Fund</th> <th style="text-align: left;">Func</th> <th style="text-align: left;">Object</th> <th style="text-align: left;">Sub-Object</th> <th style="text-align: left;">Org</th> <th style="text-align: left;">PIC</th> </tr> </thead> <tbody> <tr> <td>1999</td> <td>- 51</td> <td>- 6299</td> <td>- 00</td> <td>- 905</td> <td>-</td> </tr> <tr> <td></td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Fund	Func	Object	Sub-Object	Org	PIC	1999	- 51	- 6299	- 00	- 905	-		-	-	-	-	-
Fund	Func	Object	Sub-Object	Org	PIC														
1999	- 51	- 6299	- 00	- 905	-														
	-	-	-	-	-														

Funding Source:
 General Fund
 Grant Funds (Specify):
 Bond Funds (Specify):
 Other Funds (Specify):

Fiscal Year: 2009
 Amendment Required? Yes No

Attachments: Tabulation

Campus/Department Submitting Form: Grounds & Operations

Date Submitted: April 1, 2009

Resource Personnel: Tom Duffee 281-641-8751 tom.duffee@humble.k12.tx.us
 Martha Buckner 281-641-8712 martha.buckner@humble.k12.tx.us
 Shelley Vineyard 281-641-8989 shelly.vineyard@humble.k12.tx.us

**Tree Removal Service
Competitive Sealed Proposal # 2009-012**

Tree Removal Service	
<u>Vendor</u>	<u>Hourly Rate</u>
Lackey's Stump Grinding	No Proposal
Texas Tree Team	\$175.00
Prime Trees Incorporated	\$165.00
Arbor Care, Inc.	\$150.00
ATS Associates	\$200.00

Stump Grinding Service				
<u>Vendor</u>	<u>One Stump</u>	<u>Removal</u>	<u>Trip Charge</u>	<u>Total Charge</u>
Lackey's Stump Grinding	\$55.00	Included	\$45.00	\$100.00
Texas Tree Team	\$35.00	\$2.00 per inch	\$75.00	\$110.00 Plus cleanup charge per inch
Prime Trees Incorporated	\$175.00	\$150 per hour	\$150.00	\$325.00 Plus cleanup charge per hour
Arbor Care, Inc.	\$30.00	\$95 per hour	\$65.00	\$95.00 Plus cleanup charge per hour
ATS Associates	\$75.00	\$37.50	Included	\$112.50

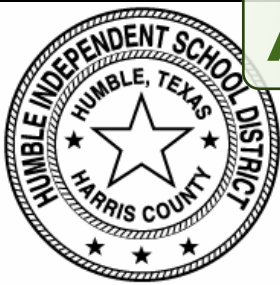
Proposals sent: 17
Proposals received: 5
No-proposals received: 0

Selection criteria: (Check all that apply)

- Purchase price
- Reputation of the vendor and the vendor's goods and service
- Quality of the vendor's goods or services
- Extent to which the goods or services meet the District needs
- Vendor's past relationship with the district
- The impact of the ability of the District to comply with laws relating to historically underutilized businesses
- The total long-term cost to the District to acquire the goods or services
- Any other relevant factor specifically listed in the request for bids or proposals

Award Basis: Lowest hourly rate and service fee

Term: 1 year with option to renew annually up to 4 years



APPROVED

**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion: <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting /Workshop	Agenda Placement <input type="checkbox"/> Learning Considerations <input type="checkbox"/> Governance Considerations <input type="checkbox"/> Financial Svcs. Considerations <input checked="" type="checkbox"/> Support Svcs. Considerations	Agenda Item Type <input type="checkbox"/> Administrative Report <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Information / Discussion Item
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District Target References (Check all that apply): <input type="checkbox"/> Achieve Academic Excellence <input checked="" type="checkbox"/> Plan for Our Future <input checked="" type="checkbox"/> Maximize Our Financial Resources <input type="checkbox"/> Develop and Retain Our People	Number of Board Meetings item is planned to be presented: <input checked="" type="checkbox"/> This Agenda Only <input type="checkbox"/> Other, Explain:
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Title: Online Auction Services

Consideration of : Online Auction Services for Portable Buildings

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees approve the selection of Lemons Auctioneers to provide online auction services for portable buildings.

Background / Impact Information:

The District’s Construction Department has identified 31 surplus portable buildings for auction. Due to tight construction schedules, the surplus portables must be moved prior to the end of the fiscal year. The District currently utilizes the TCPN cooperative for online auctions; however, the available vendor through the TCPN cooperative does not have the capability of conducting online auction of portable buildings. Since commissions for online auctions will exceed the \$25,000 threshold, it was necessary for the District to issue a Request for Proposals (RFP) for this service.

Humble ISD requested proposals from qualified companies to sell surplus District property by **online** and **live** auction. The District received three proposals for online auction services and only one proposal for live auction services. All auction commissions proposed were higher than what the District is currently charged through the TCPN cooperative (approximately 3% to 4%). Of the three proposals received for online auctions, the low bidder, Lone Star Auctioneers, did not submit a bid for online auctioning of portables. The second lowest bidder, The Public Group, submitted a bid of 11%, but is an out-of-state vendor. While the vendor’s commission percentage is lower than Lemons Auctioneers, the vendor’s ability to successfully work with local movers to insure that buildings are removed timely as required by construction schedules is a concern. Although Lemons Auctioneers submitted a bid that is 2% higher, they have demonstrated the ability to meet tight deadlines for removal of portable buildings in past auctions. Due to the immediate need to auction surplus portable buildings, it

is recommended that the Board of Trustees approve the selection of Lemons Auctioneers to provide online auction of our portable buildings only. The District will continue to utilize the TCPN cooperative for other online auction services.

Lemons proposed a 13% commission charge plus the additional cost of advertising of approximately \$1,000. Based upon the prior year's online auction of portables, the District could receive up to \$3,500 per building depending upon a building's condition. This auction could generate as much as \$108,500 in gross auction revenue with a commission / advertising reimbursement payment due to Lemon's of \$15,105. Lemons will also be used if additional buildings are identified as surplus.

Fiscal Impact Statement:

Cost:

- Recurring
- One-Time

Funding Source:

- General Fund
- Grant Funds (Specify):
- Bond Funds (Specify):
- Other Funds (Specify):

Fiscal Year:

Amendment Required? Yes No

Attachments: Tabulation

Campus/Department Submitting Form: Finance

Date Submitted: March 30, 2009

Resource Personnel: *Mike Townsend 281-641-8922 michael.townsend@humble.k12.tx.us
Donna Boyd 281-641-8018 donna.boyd@humble.k12.tx.us
Deborah Yocham 281-641-8702 deborah.yocham@humble.k12.tx.us
Shelley Vineyard 281-641-8991 shelley.vineyard@humble.k12.tx.us

Auction Services
Competitive Sealed Proposal # 2009-031
Tuesday January 20, 2009

<u>Vendor</u>	<u>Percentage of Gross Proceeds for <i>Online</i> Auction Services</u>	<u>Percentage of Gross Proceeds for <i>Live</i> Auction Services</u>
Lone Star Auctioneers	10%	No Bid -Online Auction Only
Lemons Auctioneers, LLP	13%	20%
The Public Group (Public Surplus)	11%	No Bid -Online Auction Only

Total Items **2**

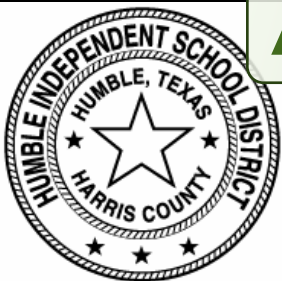
Proposals sent: 6
 Proposals received: 3
 No-proposals received: 0

Selection criteria: (Check all that apply)

- Purchase price
- Reputation of the vendor and the vendor's goods and service
- Quality of the vendor's goods or services
- Extent to which the goods or services meet the District needs
- Vendor's past relationship with the district
- The impact of the ability of the District to comply with laws relating to historically underutilized businesses
- The total long-term cost to the District to acquire the goods or services
- Any other relevant factor specifically listed in the request for bids or proposals

Award Basis: Extent to which the services meet District needs
 Term: 5 years with option to renew annually

APPROVED



**Board of Trustees
Agenda Item**

Meeting Date: April 14, 2009

Occasion:

- Regular Meeting**
- Special Meeting /Workshop

Agenda Placement

- Learning Considerations
- Governance Considerations
- Financial Svcs. Considerations
- Support Svcs. Considerations

Agenda Item Type

- Administrative Report
- Action Item
- Information / Discussion Item

District Target References (Check all that apply):

- Achieve Academic Excellence
- Plan for Our Future
- Maximize Our Financial Resources
- Develop and Retain Our People

Number of Board Meetings item is planned to be presented:

- This Agenda Only
- Other, Explain:

Title: Demographic Services

Consideration of Ratification of Demographic Services – Expanded Scope of Work

Superintendent’s Recommendation: The Superintendent recommends that the Board of Trustees ratify the selection of Population and Survey Analysts (PASA) to provide an expanded scope of work to update the prior demographic studies and long-range enrollment projections for the southeast sector of Humble ISD.

Background/Impact Information:

The southeast sector of Humble ISD has had startling growth over the past several years. Response to the growth has resulted in the construction of new elementary, middle, and high schools, with other facilities currently planned. The last full demographic update for the district was completed over a year ago. The effects of the major national and international economic disruptions that led to the current recession were not, of course, included in those projections. Though the Houston area has not felt the same magnitude and severity of economic problems as other parts of the US, and though Humble ISD continues to grow in population and student enrollment, the broader economic changes have had an effect. The purpose of this study is to reexamine the plans and prospects for growth and incorporate the resulting data into overall district projections. Data from this study will be available before July 1.

This immediate study of the southeast part of HISD is the first phase of a full study of the entire district. The current plan is to contract with PASA early in the next fiscal year to complete a demographic update for the remainder of the district.

PASA has already completed demographic services for the District totaling \$12,860 for this fiscal year. The expanded scope of work began in early March, 2009 and increases the PASA contract by \$23,325 for a total of \$36,185 for fiscal year 2009.

Fiscal Impact Statement: Funding will be provided from the General Fund.

Cost: \$23,325

Budgetary Codes:

Recurring

Fund	Func	Object	Sub-Object	Org	PIC
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One-Time

-	-	-	-	-	-
-	-	-	-	-	-

Funding Source:

General Fund

Grant Funds (Specify):

Fiscal Year:

Bond Funds (Specify):

Amendment Required? Yes No

Other Funds (Specify):

Attachments: N/A

Campus/Department Submitting Form: Accountability

Date Submitted: April 1, 2009

Resource Personnel: Jim Parsons, 281-641-8126, jim.parsons@humble.k12.tx.us