

CONFIDENTIALITY NOTICE: This memo and any documents or other writings attached thereto may contain information that is confidential by law or may contain information that upon disclosure to non-Board members will needlessly harm the District if disclosed. This document is intended only for Katy ISD Board member review.

June 27, 2019

Superintendent's Quarterly Review

The evaluation of the Superintendent is outlined in Board Policy BJCD (Legal and Local). Per contract and policy, the Board shall, evaluate and assess, the Superintendent in writing annually. Board Policy BJCD (Local) states that the Board may conduct and communicate oral evaluations to augment the written evaluation at any time. Consistent with prior practice, the Board has scheduled "quarterly reviews" which are held in executive session prior to the annual written evaluation. The second of these quarterly reviews will occur at the Regular Board of Trustees Meeting on July 29, 2019 in executive session.

To assist the Board with the quarterly reviews and annual written review, I have created a notebook to guide the evaluation process. Notebooks will be available for pickup by July 17. If needed, we can deliver the notebook to your residence as well. The notebook is a continuation of the April 2019 1st quarter evaluation. The design of this process is to build upon the notebook each time we meet, adding to the notebook up to the final written evaluation which will take place in January 2020.

Per the Superintendent Term Contract, *"Unless the Superintendent expressly requests otherwise in writing, the evaluation of the Superintendent shall at all times be conducted in executive session and shall be considered confidential to the extent permitted by law."*

Personnel Reports

See **Attached**. On the new hires, you will see at the bottom of the new hire page that we have filled the vacant director positions in Curriculum and Instruction. Because they are director positions, you will notice that we added a bit of information about their qualifications. We also plan on introducing all new principals and directors at the July Board Meeting.

Important Information for TASA/TASB:

Upon returning from SLI I discovered that only BJ has access to my district credit card account to make payments. Michelle did not have a card for the Board. Working with Chris Smith, we have secured a card that Michelle can now use for Board business. Why we didn't do that in the past, who knows. But this makes everything easier for the Board and for Michelle. With that said, the TASA/TASB Conference Registration and hotel deposit has been prepaid. The hotel balance, mileage, meals and incidentals will be reimbursed after the conference has been completed. Michelle will send out updated information about specific sessions and dinner reservations once it is available from TASA/TASB. Conference details are:

Where: Kay Bailey Hutchison Convention Center Dallas
650 S. Griffin Street, Dallas, Texas 75202

Hotel: Omni Dallas (sky bridge connects to the Convention Center)
555 S. Lamar Street, Dallas, Texas 75202

Dates: September 19th – 22nd (hotel check-in afternoon of September 19th)

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Times: Thursday, September 19th: 2pm - 5pm Pre-Conference (Bill Lacy - TASB
BOD; Mr. Keller & Mr. Redmon - HB1566)
Friday, September 20th: 7:30am - 5:30pm Concurrent Sessions
Saturday, September 21st: 8:30am - 5:00pm Concurrent Sessions
Sunday, September 22nd: 7:30am - 11:30am Breakfast/General Session

Strategic Plan Specific Result 4.3

Attached is the information related to Specific Result 4.3. In the May 20, 2019 Friday update I provided information that the last remaining Specific Results for Year 2 were 4.3, 6.2, and 7.5.

Remaining Year Two Specific Results, 6.2 and 7.5

6.2 Develop a professional analysis of the student assessment and accountability systems to inform an action plan for the school board, administration, and community to regain local control.

Although this was scheduled for June 2019, an extension is necessary. The data being analyzed for this item is being created by an independent 3rd party expert statistician. The data that is being analyzed includes junior high and high school standardized test data (STAAR, EOC, DLA, SAT, ACT) to look for correlations within the data. With this data, patterns could be examined that might provide information to improve the teaching and learning process and/or the relationship of teaching, learning, and assessment. The District has not received the results of the analysis. Once available, information will be provided to the Board.

Mr. Scott was a major advisor in the development of Goal 6 of the District Strategic Plan and the actions related to Goal 6. Goal 6 has (4) specific results tied to it. 6.1 and 6.2 are directly related to examining the above mentioned data. In addition, at one time it was discussed, dependent upon the data, that Katy ISD would take the lead on a fight with the State over equity issues and funding. This effort would require Katy ISD paying for a 3rd party attorney to analyze the data and make an argument to bring forward legal action against the State of Texas for the inequity school funding, as related to the assessment data. Although the idea of a lawsuit against the state was discussed as part of the overall strategic plan and outcomes of Goal 6, I do not recommend Katy ISD hiring the 3rd party attorney or taking legal action against the State of Texas over equity. What does this mean in terms of Specific Actions 6.1 and 6.2? When the data becomes available we will analyze results and if internal practices can be improved from the data, we would implement those changes for overall improvement. But we would not be moving forward with any type of legal analysis or lawsuit. I just wanted to be clear with the Board on items 6.1 and 6.2 as well as my recommendations to not move forward with a lawsuit. I am 100% committed to the Katy ISD Strategic plan and will provide leadership to ensure the goals of the plan are completed. As always, I value the Board, including your insight and leadership provided to the District. If the Board would like to continue exploring legal actions, as originally discussed with Goal 6, we can certainly do so. But as I shared, that would not be my recommendation.

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7.5 Identify existing parent and community engagement programs as campus and district level; and explore opportunities to involve a greater number of stakeholders on/at campuses that have lower engagement rates.

Specific result 7.5 is scheduled for presentation at the August 2019 Board meeting.

Board and Superintendent Team Building

As required, the Board and Superintendent participate in annual teambuilding. We have secured Kay Douglass from TASB for this training. It is scheduled for Tuesday October 8, 2019 in the evening. Michelle has put it on your calendars. For those who participated in the event last year, Kay Douglass was our presenter.

House Bill 3 and Full Day Pre-K

HB 3 is transformation in regards to many aspects of public education. For those interested, TEA has created a series entitled HB3 in 30 Web Series. Each short video discusses an aspect of HB3. Check out the link below for access to the first video with Commissioner Morath.

<https://tea.texas.gov/HB3/>

One transformational piece of HB3 is the requirement for full day pre-k for those students who qualify. We had hoped that we could get a waiver for at least the 2019-2020 school year to plan for this hugely significant change in moving from half-day to full day pre-k, but that does not seem possible. With that said, in Chris Smith's budget presentation he had taken some of the HB3 money and put a line item to cover the expenses. The greatest cost clearly will be the staff. Our Katy ISD model for pre-k includes one certified teacher and 1 paraprofessional per classroom. In the 2018-2019 school year, the District operated a half-day program on 29 campuses for over 1,600 students. In order to accommodate the expansion to full-day with maximum efficiency, the District is in the process of adjusting pre-k campus locations and feeder patterns. The District is also analyzing implications for the expansion of PPCD (special education prekindergarten) for eligible students.

We will need additional staff to transition to a full day pre-k program. It is anticipated that approximately 45 additional teachers and 51 instructional para-professionals will be needed. The request for the additional personnel will be presented for Board approval at the July meeting. As previously stated, the money is in the budget to cover this expense. The challenges right now are finding space, posting positions (after Board approval), hiring staff, purchasing instructional materials, and designing a full day curricular program. All of which must be completed by September 1, 2019 as required by law. While I will not argue the merits of a full day pre-k program, as there are pros and cons to the program; I am very disappointed in our legislature that they would pass and sign legislation in June with an expectation that we can immediately provide the services when school starts in August 2019. Our people are scrambling to make this happen.

If you would like more information regarding how a student can qualify for pre-k, please see link below.

<https://tea.texas.gov/ece/eligibility.aspx>

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Teacher Data Related to Compensation Increase

With the approved compensation increase for next year, I wanted to share some data with the Board related to the teacher compensation. There has been some chatter on Facebook and people are very uninformed, thus they create their own narrative. We believe this is a small number of people who do not understand compensation, but we will attempt to educate them with a FAQ that we can put out to our employees.

RETURNING TEACHERS		
Steps 1-5	1424	were on steps 0-4
Steps 6-10	1249	were on steps 5-9
Steps 11-20	1754	were on steps 10-19
Steps 21-30	712	were on steps 20-29
Steps 31-40	178	were on steps 30-40

In regards to the 4% increase from the midpoint for the teacher raise, using the data above, 83% of our returning teachers will receive a 4% or higher increase in salary. All returning teachers also receive the 1% lump sum from the midpoint in August and December.

I think this important to know about returning classroom teachers. Every returning classroom teacher will receive an increase in compensation for next school year. 4% = \$2475, 1% August = \$635 and 1% in December = \$635. That total is \$3745.

In addition, each teacher has the opportunity to earn up to \$1200 in the attendance incentive.

That is a significant increase in compensation and makes us competitive within the market for recruiting and retaining teachers.

Board Member Questions/Request for Information

Mrs. Champagne has asked the following questions.

1. Why have we stopped the random drug testing in our high schools?

The Random Drug Testing program was not effective and had only limited results of prevention and identification of drug users. The percentage of students testing positive had been very minimal. When examining the lost instructional time for students, the investment of campus administrative time, the very limited number of students actually tested, and financial costs; it was determined that the program was not a good return on investment. The District has instead decided to focus on the proactive side, beginning at the elementary level, instead of the reactive side of catching the users in high school.

In the March 29, 2019 Friday Board update I shared the information below about the elementary program.

Elementary Drug and Alcohol Prevention Program

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During the 2018 – 2019 school year, the Department of Elementary Curriculum and Instruction engaged in a comprehensive, collaborative process for the review of drug and alcohol prevention programs. With feedback from various District stakeholders including teachers, instructional coaches, and principals, the combination of two free programs, *Brain Power* and *Kids Health in the Classroom*, will be integrated into the K-5 curriculum for the 2019 - 2020 school year. Resources and specific information to support the K-5 drug and alcohol prevention TEKS will be included in the curriculum unit plans. Training on these resources will be provided to teachers and Instructional Coaches during the summer.

- *Brain Power*—By NIH (National Institutes of Health) and NIDA (National Institute on Drug Abuse). Brain Power takes students on an age-appropriate exploration of the science behind drug use, explaining the effects of drugs on the brain and body.
- *Kids Health in the Classroom*—By the Nemours Foundation (a nonprofit children’s health system). Kids Health gives students the tools and confidence to make the best health choices.

In the May 24, 2019 Friday Board update I shared the following information (below) related to addressing secondary student safety. This will all become part of the “Speak Up” campaign this upcoming school year.

In conjunction with P3, we are also building an entire campaign to roll out next school year. P3 is one part of it. We are going to address safety related issues such as threats of school violence (terroristic threats) and will also include a continued focus on our anti-bullying campaign, supporting students with mental health, and a campaign to address drug/alcohol/vaping abuse.

2. I have heard from a group of teachers, who are moms. They are wondering why there are no pump stations for new moms? Is this something that they should try and work out with their principals?

Yes, this is something that an employee should ask their principal or if not a campus-based employee, the department supervisor. Below is the language from the Katy ISD employee handbook. Also referenced is Board Policy DG Legal. Each campus is required to meet the legal requirements for nursing mothers. In the past three years, I am not aware of any complaints that we are not in compliance with the law. Lastly, this was something that came up about a year ago but not as a complaint, but more of a request/consideration. The request was shared with Mrs. Kassman. Mrs. Kassman is looking at future designs and renovations which could include a design for a specific room created for this purpose.

Breast Feeding Mothers

Board Policy DG (LEGAL)

The Patient Protection and Affordable Care Act, Section 7 states that mothers can express for one year after a child’s birth. It also clarifies that this provision is for employees covered under Section 7 of the Fair Labor Standards Act. Those employees are classified as “employees entitled to overtime” or hourly employees. Hourly employees must clock in and out of Kronos when expressing. Since teachers are salaried employees, section 7 does not give these same considerations. However, in KISD, we recognize the importance of breastfeeding and, therefore, provide breast feeding considerations to both hourly and salaried employees. For salaried employees expression should not interfere with student learning or the essential functions of their job. Therefore, teachers can use times such as before and after school, planning, and lunch times in order to express. Most mothers begin to practice this schedule a couple of weeks before returning to work so that they are ready for the new schedule upon their return.

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As far as location for breast feeding, The Fair Labor Standards Act states, "A bathroom, even if private, is not a permissible location under the Act. The location must be functional as a space for expressing breast milk. If the space is not dedicated to the nursing mother's use, it must be available when needed in order to meet the statutory requirement. A space temporarily created or converted into a space for expressing milk or made available when needed by the nursing mother is sufficient provided that the space is shielded from view, and free from any intrusion from co-workers and the public." Employee should be able to lock door to ensure privacy.

Mrs. Gesoff has asked the following questions

1. Did we receive or anticipate receiving a report from a professor at Rice related to accountability?

The District has not received the data yet. This is a good question related to Goal 6, Specific Actions 6.1 and 6.2 of the District Strategic Plan. In the above section on Specific Result 6.2 I have provided detailed information related to this question.

2. Under our current teacher contracts, how much vacation or sick time can be accumulated and/or paid out upon retirement?

Attached is Board Policy DEC (Local) which addresses reimbursement for leave upon retirement. This policy addresses personal leave and local leave. Local leave is often referred to as sick leave. In short:

-shall be eligible to be paid for not more than 90 of the unused personal, state, and local days combined, which were earned while employed with the District.
- Payment shall be made at one-half of the employee's daily rate of pay at the time of retirement.

For more specific details, please consult Board Policy DEC (Local) as pages 8-9 go into greater detail about reimbursement for leave upon retirement.

Attached is Board Policy DED (Local). This policy addresses vacation days. Rules tied to vacation days are different than sick and personal leave days.