



Port Neches-Groves Independent School District
Meeting of Board of Trustees
July 8, 2019 7:00 PM West Groves Education Center

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice. Items on the consent agenda will be enacted with one motion. There will be no separate discussion of consent items unless a Board member so requests, in which event the item will be removed from the consent agenda and considered as an item on the regular agenda.

1. Budget Workshop @ 6:15 p.m. (prior to Regular Meeting)
2. Adjourn Budget Workshop
3. Opening of Regular Meeting
 - A. Call to Order and Establishment of Quorum
 - B. Prayer and Pledges
 - C. Patron Presentations
4. Consent Agenda
 - A. Consider Approval of Minutes of June 2019 Meeting
 - B. Consider Approval of Disbursements
 - C. Consider Approval of Independent Auditor for 2018-19 School Year
 - D. Consider Approval of Order Calling for Election of Board of Trustees, Places 4 & 5
 - E. Consider Approval of Employee Handbook
 - F. Consider First Reading and Temporary Approval of Policy EIC (Local) Revision
 - G. Personnel - Information Only
 - H. Consider Approval of Quarterly Investment Report
 - I. Consider Approval of Budget Hearing Date
 - J. Consider Approval of Proposed Tax Rate for Public Hearing
 - K. Information on 2018-19 Budget Transfers
 - L. Report: Budget
5. Regular Agenda
 - A. Consider First Reading and Temporary Approval of LOCAL Policies in TASB Localized Policy Manual Update 113
 - B. Personnel
 1. Consider Approval of 2019-20 Compensation Plan
 - C. Board Member Requests for Future Agenda Items
 - D. Superintendent's Report
 - E. Adjourn into Closed Session (No Public Discussion) Pursuant to Chapter 551 of the Texas Government Code - .071 Consultation with Attorney; .072 Real Property; .074 Personnel Matters
 - F. Reconvene into Open Session and Take Action (if needed) on items discussed in Closed Session
 - G. Adjournment

Closed Session

If, during the course of the meeting, discussion of any item on the agenda should be held in closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

Port Neches-Groves Independent School District Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: 19-20 Budget Workshop

Preliminary budget information for the 2019-2020 school year to be presented:

- 1) Projected Revenues and Expenditures for 19-20 – updated with 6.5% raise scenario
- 2) Projected Tax Rate

Recommendation: Information and Discussion

Resource Personnel: Sheri Drawhorn, Business Manager

PORT NECHES-GROVES ISD

BUDGET WORKSHOP

2019-2020 BUDGET

7/8/2019

Revised

REVISED 7/8/19

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT
GENERAL FUND - FINANCIAL SUMMARY

Budget Workshop		July 8, 2019		
		2019-2020 Preliminary Budget	2018-19 Revised Budget	VARIANCE
REVENUES				
<u>Local</u>				
Tax Revenue		27,840,603	26,815,786	1,024,817
Chapter 313		1,370,000	2,650,000	(1,280,000)
Federal Trade Zone		821,000	1,445,392	(624,392)
All Other Local		583,500	577,500	6,000
<u>State</u>				
TEA		16,919,273	12,016,700	3,428,549
All Other State		2,159,191	2,008,095	126,096
<u>Federal</u>				
		530,000	860,000	(330,000)
Total Revenue		50,223,567	46,373,473	2,351,070
EXPENDITURES				
<u>Payroll Costs</u>				
Salaries	7.5% Raises	32,083,438	30,010,242	1,702,196
<u>Benefits:</u>				
Social Security		513,226	479,465	33,761
Health & Life Insurance		2,249,350	2,056,215	193,135
TRS On-behalf		2,159,191	2,025,715	108,476
Unemployment		17,951	17,921	30
Teacher Retirement		844,409	882,517	(63,108)
Misc. Benefits		174,115	172,805	1,310
Total Benefits		5,958,242	5,634,638	273,604
TOTAL PAYROLL COSTS		38,041,680	35,644,880	1,975,800
Professional Services		4,013,854	3,994,255	19,599
Supplies & Materials		2,345,399	2,305,769	39,630
Other Operating Costs		2,355,011	2,292,155	62,856
Capital Outlay		1,556,785	1,569,265	(41,680)
		-	-	-
Total Expenditures		48,312,729	45,806,324	4,305,609
Other Uses (Recapture)		-	345,815	(345,815)
Excess (Deficiency) of Revenues & Other Sources Over Expenditures & Other Uses				
		1,910,538	221,334	640,680
Projected Fund Balance:				
		22,736,225	20,825,387	

Port Neches-Groves ISD
Budget Workshop
July 8, 2019

Current Budget Assumptions

INCLUDED IN THIS BUDGET PRESENTATION:

--- Salaries - 6.5% - all Chapter 21 contracts, hourly - \$1.00 / hour w/ 6.5% minimum \$1,990,921

	Teachers	Hourly	Administration	Total
Estimated TEA funding	\$1,062,504	\$354,168	\$0	\$1,416,672
Percent	4.94%	5.36%	0.00%	
District portion	\$334,996	\$75,715	\$163,538	\$574,249
Percent	1.56%	1.14%	100.00%	

--- Christmas Stipends (\$200 / employee) \$145,000

--- Increase in White Fleet (8 vehicles) \$42,500

--- Personnel: 7 New Positions \$245,000

Estimated Savings for 10 retirees (\$200,000)

--- Health Insurance Benefit Increase \$69,000

--- Stipend and Days Adjustments \$67,400

--- Student Projected Enrollment - 5,097

OTHER INFORMATION:

--- Old TOTAL Chapter 313 taxable values added to property tax role: \$230 million

--- Preliminary Values from Jefferson County Appraisal \$2,514,474,373

My adjustment \$0

Current budget \$2,514,474,373

TAX RATE	
M&O	\$1.0684
I&S	<u>\$0.2744</u>
	<u>\$1.3428</u>

CAPITAL EXPENDITURES

Credit Union Building Remodel	\$400,000	Maintenance Dept	\$29,000
Jumbotron Screen	\$225,000	Athletic Dept.-Football uniforms	\$30,000
Bus Cover	\$275,000	Athletic Dept. - Misc.	\$10,000
Route Bus	\$105,000	Technology - Instructional	\$218,235
Small Bus	\$65,000	Technology - Non- Instructional	\$66,050
Autoshop Lift	\$9,300	H.S Golf Cart	9,200
Welding Shop Cutter	\$12,600	H.S. Digital Sign	<u>20,000</u>
Wheel Balancer	\$6,400	Total Estimated Capital	<u>1,556,785</u>
Band Instruments	\$76,000		

BENEFIT INFORMATION

Health Insurance	\$4,536
Dental Insurance	\$220
MDLive	\$60
Life Insurance	\$15
Medicare	1.45%
TRS - Care Insurance	0.75%
TRS - statutory minimum	6.80%
Non-Fica	1.50%
Total Compensation Package	
TRs Onbehalf ***	6.80%

EXAMPLE	Teacher	Aide	
Salary	\$77,867	\$18,000	
	\$4,536	\$4,536	
	\$220	\$220	
Total Benefits	\$60	\$60	Total Benefits
\$9,298	\$15	\$15	\$5,497
11.94%	\$1,129	\$261	30.54%
	\$584	\$135	
	\$1,586	\$0	
	<u>\$1,168</u>	<u>\$270</u>	
	\$87,165	\$23,497	
	\$5,295	\$1,224	

*** Shows on financial statement, but is a memo entry

Raise Scenario #3

ESTIMATED COST: \$1,644,807

2019-2020 BUDGET

Port Neches-Groves ISD

7.5% RAISE

<u>Step</u>	<u>PROJECTED</u>	<u>PNG ISD</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER</u>
	<u>STATE BASE</u>	<u>TEACHER</u>			<u>STATE BASE</u>
0	33,658	\$43,500			\$9,842
1	34,385	\$44,075	\$3,075	7.50%	\$9,690
2	35,100	\$44,516	\$3,106	7.50%	\$9,416
3	35,827	\$45,642	\$3,184	7.50%	\$9,815
4	37,354	\$47,097	\$3,286	7.50%	\$9,743
5	38,882	\$47,949	\$3,345	7.50%	\$9,067
6	40,410	\$49,326	\$3,441	7.50%	\$8,916
7	41,826	\$49,640	\$3,463	7.50%	\$7,814
8	43,169	\$50,271	\$3,507	7.50%	\$7,102
9	44,438	\$50,447	\$3,520	7.50%	\$6,009
10	45,633	\$51,330	\$3,581	7.50%	\$5,697
11	46,767	\$52,004	\$3,628	7.50%	\$5,237
12	47,851	\$52,634	\$3,672	7.50%	\$4,783
13	48,849	\$52,904	\$3,691	7.50%	\$4,055
14	49,810	\$53,187	\$3,711	7.50%	\$3,377
15	50,709	\$53,577	\$3,738	7.50%	\$2,868
16	51,572	\$54,027	\$3,769	7.50%	\$2,455
17	52,372	\$54,655	\$3,813	7.50%	\$2,283
18	53,136	\$55,185	\$3,850	7.50%	\$2,049
19	53,863	\$56,062	\$3,911	7.50%	\$2,199
20	54,541	\$57,152	\$3,987	7.50%	\$2,611
21	54,541	\$58,261	\$4,065	7.50%	\$3,720
22	54,541	\$59,406	\$4,145	7.50%	\$4,865
23	54,541	\$60,875	\$4,247	7.50%	\$6,334
24	54,541	\$61,804	\$4,312	7.50%	\$7,263
25	54,541	\$63,207	\$4,410	7.50%	\$8,666
26	54,541	\$64,515	\$4,501	7.50%	\$9,974
27	54,541	\$65,767	\$4,588	7.50%	\$11,226
28	54,541	\$66,926	\$4,669	7.50%	\$12,385
29	54,541	\$68,046	\$4,747	7.50%	\$13,505
30	54,541	\$69,084	\$4,820	7.50%	\$14,543
31	54,541	\$70,080	\$4,889	7.50%	\$15,539
32	54,541	\$71,024	\$4,955	7.50%	\$16,483
33	54,541	\$72,009	\$5,024	7.50%	\$17,468
34	54,541	\$72,832	\$5,081	7.50%	\$18,291
35	54,541	\$73,710	\$5,143	7.50%	\$19,169
36	54,541	\$74,565	\$5,202	7.50%	\$20,024
37	54,541	\$75,435	\$5,263	7.50%	\$20,894
38	54,541	\$76,234	\$5,319	7.50%	\$21,693
39	54,541	\$76,919	\$5,366	7.50%	\$22,378
40	54,541	\$77,439	\$5,403	7.50%	\$22,898
41	54,541	\$77,972	\$5,440	7.50%	\$23,431
42	54,541	\$78,658	\$5,488	7.50%	\$24,117
43	54,541	\$79,344	\$5,536	7.50%	\$24,803
44	54,541	\$80,029	\$5,583	7.50%	\$25,488
45	54,541	\$80,714	\$5,631	7.50%	\$26,173
46	54,541	\$81,401	\$5,679	7.50%	\$26,860
47	54,541	\$82,088	\$5,727	7.50%	\$27,547
48	54,541	\$82,773	\$5,775	7.50%	\$28,232
49	54,541	\$83,457	\$5,822	7.50%	\$28,916

Raise Scenario #1**ESTIMATED COST: \$1,397,500****2019-2020 BUDGET****Port Neches-Groves ISD****6.5% RAISE**

<u>Step</u>	<u>PROJECTED STATE BASE</u>	<u>PNG ISD TEACHER</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER STATE BASE</u>
0	33,658	\$42,500			\$8,842
1	34,385	\$43,665	\$2,665	6.50%	\$9,280
2	35,100	\$44,102	\$2,692	6.50%	\$9,002
3	35,827	\$45,218	\$2,760	6.50%	\$9,391
4	37,354	\$46,658	\$2,848	6.50%	\$9,304
5	38,882	\$47,503	\$2,899	6.50%	\$8,621
6	40,410	\$48,868	\$2,983	6.50%	\$8,458
7	41,826	\$49,179	\$3,002	6.50%	\$7,353
8	43,169	\$49,804	\$3,040	6.50%	\$6,635
9	44,438	\$49,977	\$3,050	6.50%	\$5,539
10	45,633	\$50,852	\$3,104	6.50%	\$5,219
11	46,767	\$51,520	\$3,144	6.50%	\$4,753
12	47,851	\$52,144	\$3,183	6.50%	\$4,293
13	48,849	\$52,412	\$3,199	6.50%	\$3,563
14	49,810	\$52,692	\$3,216	6.50%	\$2,882
15	50,709	\$53,079	\$3,240	6.50%	\$2,370
16	51,572	\$53,524	\$3,267	6.50%	\$1,952
17	52,372	\$54,147	\$3,305	6.50%	\$1,775
18	53,136	\$54,672	\$3,337	6.50%	\$1,536
19	53,863	\$55,541	\$3,390	6.50%	\$1,678
20	54,541	\$56,621	\$3,456	6.50%	\$2,080
21	54,541	\$57,718	\$3,523	6.50%	\$3,177
22	54,541	\$58,853	\$3,592	6.50%	\$4,312
23	54,541	\$60,308	\$3,681	6.50%	\$5,767
24	54,541	\$61,229	\$3,737	6.50%	\$6,688
25	54,541	\$62,619	\$3,822	6.50%	\$8,078
26	54,541	\$63,915	\$3,901	6.50%	\$9,374
27	54,541	\$65,155	\$3,977	6.50%	\$10,614
28	54,541	\$66,304	\$4,047	6.50%	\$11,763
29	54,541	\$67,413	\$4,114	6.50%	\$12,872
30	54,541	\$68,441	\$4,177	6.50%	\$13,900
31	54,541	\$69,429	\$4,237	6.50%	\$14,888
32	54,541	\$70,364	\$4,294	6.50%	\$15,823
33	54,541	\$71,339	\$4,354	6.50%	\$16,798
34	54,541	\$72,155	\$4,404	6.50%	\$17,614
35	54,541	\$73,024	\$4,457	6.50%	\$18,483
36	54,541	\$73,871	\$4,509	6.50%	\$19,330
37	54,541	\$74,733	\$4,561	6.50%	\$20,192
38	54,541	\$75,525	\$4,609	6.50%	\$20,984
39	54,541	\$76,204	\$4,651	6.50%	\$21,663
40	54,541	\$76,719	\$4,682	6.50%	\$22,178
41	54,541	\$77,247	\$4,715	6.50%	\$22,706
42	54,541	\$77,927	\$4,756	6.50%	\$23,386
43	54,541	\$78,605	\$4,798	6.50%	\$24,064
44	54,541	\$79,285	\$4,839	6.50%	\$24,744
45	54,541	\$79,964	\$4,880	6.50%	\$25,423
46	54,541	\$80,644	\$4,922	6.50%	\$26,103
47	54,541	\$81,325	\$4,963	6.50%	\$26,784
48	54,541	\$82,003	\$5,005	6.50%	\$27,462
49	54,541	\$82,681	\$5,046	6.50%	\$28,140

To Call Meeting to Order

I call this meeting of the Port Neches-Groves Independent School District to order. Let the record show that a quorum of board members is present, that this meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT

BOARD DOCUMENT

AGENDA ITEM: Patron Presentations

You have five minutes to make your comments to the Board. The Board Secretary will keep your time and will indicate how much time you have left and when your time is up.

Please be aware that the Board will not entertain comments on individual personnel or students during patron presentations. In addition, the Board is not allowed to discuss or comment on issues brought up in open forum presentations.

Minutes of Budget Workshop @ 6:15 / Public Hearing to Follow/Regular Meeting @ 7:00 p.m.

The Board of Trustees Port Neches-Groves ISD

Absent: Brandon Cropper, and Eric Sullivan

A Budget Workshop @ 6:15 / Public Hearing to Follow/Regular Meeting @ 7:00 p.m. of the Board of Trustees of Port Neches-Groves ISD was held Monday, June 10, 2019, beginning at 7:00 PM in the 5840 W. Jefferson, Groves, TX 77619.

1. Budget Workshop @ 6:15 p.m.
Scott Bartlett called the budget workshop to order.
Sheri Drawhorn presented the budget figures based on current salaries (no raises included). It was decided that a budget with a 6.5% increase would be built into the budget for review at the next budget workshop, just to see what it looks like. (Budget documents attached.)
The next budget workshop will be July 8th at 6:15 p.m.
2. Adjourn Budget Workshop - 6:50 p.m.
3. Public Hearing - School Health Services - 6:50 p.m.
Scott Bartlett called the public hearing to order. Brenda Duhon explained about the program which would expand mental health programs for school safety purposes for students of PNG with possible suicidal tendencies, depression, etc. There were no comments from the public.
4. Adjourn Public Hearing - 6:55 p.m.
5. Spotlight on Excellence - 7:00 p.m.
Kelsey Thibedeaux and Randy Eakin presented recipients of the Spotlight award with a certificate of recognition for their art projects. There were 13 recipients.
6. Opening
 - A. Call Regular Meeting to Order and Establishment of Quorum
Dr. Scott Bartlett called the meeting to order at 7:20 p.m. and the presence of a quorum was established.
Present: Scott Bartlett, Rusty Brittain, Dustin Marsh, Jake Lefort and Lana Parker
Absent: Eric Sullivan and Brandon Cropper
 - B. Prayer and Pledges
Dr. Bartlett led the prayer and pledges.
 - C. Patron Presentations - None
7. Consent Agenda
Rusty Brittain made a motion to approve the consent agenda as read. Lana Parker seconded the motion. All were in favor. Motion passed (5-0)
 - A. Consider Approval of Minutes of May 2019 meeting(s)

- B. Consider Approval of Disbursements
- C. Information on 2018-19 Budget Transfers
- D. Report: Budget - General Fund, Tax Report
- E. Consider Approval of Transactions that Cost \$25,000 or More
- F. Personnel
 - 1. New Hires (Information Only)
 - 2. Consider Approval of Contract Renewal
 - 3. Consider Approval of 2019-20 Hiring Schedule
 - 4. Stipend Comparisons and Recommendations

8. Regular Agenda

- A. Consider Nominations to Fill the Position of Secretary (Vacancy Due To The Resignation of Mark Holmes)
Jake Lefort nominated Eric Sullivan to fill the position of secretary. A motion was made and seconded to appoint Eric Sullivan to the position of Secretary.
All were in favor. Motion passed (5-0)
- B. Consider Approval of 2019-20 TREA Legal Services Program Agreement with Powell, Youngblood and Taylor (annual renewal) Rusty Brittain made a motion to approve the Legal Services Program Agreement and Jake Lefort seconded the motion. All were in favor. Motion passed (5-0)
- C. Consider Second Reading and Final Approval of Revision to Policy AF(LOCAL)
Lana Parker made a motion to approve the final reading of Policy AF(Local). The motion was seconded by Rusty Brittain. All were in favor. Motion passed (5-0)
- D. Consider Second Reading and Final Approval of Revision to Policy FFAC(LOCAL)
Dustin Marsh made a motion to approve the final reading of Policy FFAC(Local). The motion was seconded by Lana Parker. All were in favor. Motion passed (5-0)
- E. Consider Second Reading and Final Approval of Revision to Policy DEC(LOCAL)
Rusty Brittain made a motion to approve the final reading of Policy DEC(Local). The motion was seconded by Dustin Marsh. All were in favor. Motion passed (5-0)
- F. Approval of Project Manager Resolution
Scott Bartlett read the resolution and Lana Parker made a motion to approve the resolution as read. Rusty Brittain seconded the motion. All were in favor.
Motion passed (5-0)
- G. Consider Approval of a Resolution for Payment of Salary to Employees Due to Inclement Weather, May 10, 2019
Jake Lefort made a motion to approve the resolution as presented and Lana Parker seconded the motion. All were in favor. Motion passed (5-0)
- H. Discussion and Approval of Agreement with CBRE/HEERY as Project Manager
After informing the Board that PNG's attorney would be working closely with

CBRE/HEERY's attorney to negotiate the final terms of the agreement, Rusty Brittain made a motion to approve the draft agreement with CBRE/HEERY as presented. Dustin Marsh seconded the motion. All were in favor. Motion passed (5-0)

I. Board Member Requests for Future Agenda Items - None

Dr. Gonzales gave a brief report stating that summer is always a busy time for administration as well. He told the Board that several administrators are headed to Austin to attend the TEPSA conference this week and two Board members are headed to San Antonio to attend the Summer Leadership Institute. Camps have already started within the district with approximately 360 attending Indians Course! Dr. Gonzales also thanked Sheri for her hard work preparing for budget workshops.

Dr. Bartlett then read several thank you notes that had been received. (retiree reception and employee appreciation gift)

J. Adjourn into Closed Session (No Public Discussion) Pursuant to Chapter 551 of the Texas Government Code - .071 Consultation with Attorney; .072 Real Property; .074 Personnel Matters

K. Adjournment – There being no further business to come before the Board, the meeting was adjourned at approximately 7:45 p.m.

Scott Bartlett, President

Eric Sullivan, Secretary

PORT NECHES-GROVES ISD

BUDGET WORKSHOP

2019-2020 BUDGET

6/10/2019

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT

GENERAL FUND - FINANCIAL SUMMARY

Budget Workshop

June 10, 2019

		2019-2020 Preliminary Budget	2018-19 Revised Budget	VARIANCE
REVENUES				
<u>Local</u>				
Tax Revenue		28,097,000	26,815,786	1,281,214
Chapter 313		1,370,000	2,650,000	(1,280,000)
Federal Trade Zone		1,090,000	1,445,392	(355,392)
All Other Local		578,000	577,500	500
<u>State</u>		-		-
TEA		15,749,332	12,016,700	3,732,632
All Other State		2,007,087	2,008,095	(1,008)
<u>Federal</u>		530,000	860,000	(330,000)
Total Revenue		49,421,419	46,373,473	3,047,946
EXPENDITURES				
Payroll Costs				
<u>Salaries</u>	No Raises	30,117,986	30,012,492	105,494
<u>Benefits:</u>				-
Social Security		481,259	479,465	1,794
Health & Life Insurance		2,227,105	2,055,965	171,140
TRS On-behalf		2,001,587	2,025,715	(24,128)
Unemployment		18,000	17,921	79
Teacher Retirement		901,649	882,517	19,132
Misc. Benefits		169,649	172,805	(3,156)
<u>Total Benefits</u>		<u>5,799,249</u>	<u>5,634,388</u>	<u>164,861</u>
TOTAL PAYROLL COSTS		35,917,235	35,646,880	270,355
Professional Services		4,002,854	3,995,255	7,599
Supplies & Materials		2,335,374	2,288,019	47,355
Other Operating Costs		2,347,931	2,291,905	56,026
Capital Outlay		1,527,585	1,584,265	(56,680)
		-	-	-
Total Expenditures		46,130,979	45,806,324	759,871
Other Uses (Recapture)		-	345,815	(345,815)
Excess (Deficiency) of Revenues & Other Sources Over Expenditures & Other Uses		3,290,440	221,334	3,069,106
Projected Fund Balance:		24,115,827	20,825,387	

Port Neches-Groves ISD
Budget Workshop

Current Budget Assumptions

June 10, 2019

INCLUDED IN THIS BUDGET PRESENTATION:

--- Salaries - same as last year	\$0
--- Christmas Stipends (\$200 / employee)	\$145,000
--- Increase in White Fleet (8 vehicles)	\$42,500
--- Personnel: 7 New Positions	\$245,000
Estimated Savings for 10 retirees	(\$200,000)
--- Health Insurance Benefit Increase	\$69,000
--- Stipend and Days Adjustments	\$67,400
--- Student Projected Enrollment - 5,097	

OTHER INFORMATION:

--- Old TOTAL Chapter 313 taxable values added to property tax role: \$230 million		TAX RATE	
--- Preliminary Values from Jefferson County Appraisal	\$2,638,451,000	M&O	\$1.0684
My adjustment	<u>-\$100,000,000</u>	I&S	<u>\$0.2744</u>
Current budget	\$2,538,451,000		<u>\$1.3428</u>

Potential for \$1.15 million additional property tax revenue with the \$100 million adjustment

--- **CAPITAL EXPENDITURES**

Credit Union Building Remodel	\$400,000	Maintenance Dept	\$29,000
Jumbotron Screen	\$225,000	Athletic Dept.-Football uniforms	\$30,000
Bus Cover	\$275,000	Athletic Dept. - Misc.	\$10,000
Route Bus	\$105,000		
Small Bus	\$65,000		
Autoshop Lift	\$9,300		
Welding Shop Cutter	\$12,600		
Wheel Balancer	\$6,400		
Band Instruments	\$76,000		
Technology - Instructional	\$218,235		
Technology - Non- Instructional	\$66,050		
		Total Estimated Capital	\$1,527,585

--- **BENEFIT INFORMATION**

Health Insurance	\$4,536
Dental Insurance	\$220
MDLive	\$60
Life Insurance	\$15
Medicare	1.45%
TRS - Care Insurance	0.75%
TRS - statutory minimum	6.80%
Non-Fica	1.50%
Total Compensation Package	
TRs Onbehalf ***	6.80%

EXAMPLE	Teacher	Aide	
Salary	\$77,867	\$18,000	
	\$4,536	\$4,536	
	\$220	\$220	
<u>Total Benefits</u>	\$60	\$60	<u>Total Benefits</u>
\$9,298	\$15	\$15	\$5,497
11.94%	\$1,129	\$261	30.54%
	\$584	\$135	
	\$1,586	\$0	
	<u>\$1,168</u>	<u>\$270</u>	
	\$87,165	\$23,497	
	\$5,295	\$1,224	

*** Shows on financial statement, but is a memo entry

PORT NECHES-GROVES ISD

RAISE SUMMARY

No Benefits Included

TEA funding calculation:	Increase in per pupil allotment	\$1,020
	ADA	4,894
	Gain from increase	\$4,991,880
	30% to Raises	\$1,497,600

75% to Teachers, Nurses, Counselors, and Librarians \$1,123,200

25% to All Others, except Administration \$374,400

Scenario #1				
	<u>TEACHERS</u>	<u>OTHERS</u>	<u>ADMIN</u>	<u>TOTAL</u>
6% Raise	\$1,290,000	\$407,133	\$196,242	\$1,893,375
TEA Funded	\$1,123,200	\$374,400	\$0	\$1,497,600
Percent	5.23%	5.50%	0.00%	
District Funded	\$166,800	\$32,733	\$196,242	\$395,775
Percent	0.77%	0.50%	0.00%	

Scenario #2				
	<u>TEACHERS</u>	<u>OTHERS</u>	<u>ADMIN</u>	<u>TOTAL</u>
5.5% Raise	\$1,182,500	\$397,346	\$179,889	\$1,759,735
TEA Funded	\$1,123,200	\$374,400	\$0	\$1,497,600
Percent	5.23%	5.18%	0.00%	
District Funded	\$59,300	\$22,946	\$179,889	\$262,135
Percent	0.27%	0.32%	0.00%	

Scenario #3				
	<u>TEACHERS</u>	<u>OTHERS</u>	<u>ADMIN</u>	<u>TOTAL</u>
6.5% Raise	\$1,397,500	\$412,668	\$163,538	\$1,973,706
TEA Funded	\$1,123,200	\$374,400	\$0	\$1,497,600
Percent	5.23%	5.90%	0.00%	
District Funded	\$274,300	\$38,268	\$163,538	\$476,106
Percent	1.27%	0.60%	0.00%	

Raise Scenario #1

ESTIMATED COST: \$1,290,000

2019-2020 BUDGET

REVISED

Port Neches-Groves ISD

6.0% RAISE

<u>Step</u>	<u>PROJECTED STATE BASE</u>	<u>PNG ISD TEACHER</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER STATE BASE</u>
0	33,658	\$42,500			\$8,842
1	34,385	\$43,460	\$2,460	6.00%	\$9,075
2	35,100	\$43,895	\$2,485	6.00%	\$8,795
3	35,827	\$45,005	\$2,547	6.00%	\$9,178
4	37,354	\$46,440	\$2,629	6.00%	\$9,086
5	38,882	\$47,280	\$2,676	6.00%	\$8,398
6	40,410	\$48,638	\$2,753	6.00%	\$8,228
7	41,826	\$48,948	\$2,771	6.00%	\$7,122
8	43,169	\$49,570	\$2,806	6.00%	\$6,401
9	44,438	\$49,743	\$2,816	6.00%	\$5,305
10	45,633	\$50,614	\$2,865	6.00%	\$4,981
11	46,767	\$51,279	\$2,903	6.00%	\$4,512
12	47,851	\$51,900	\$2,938	6.00%	\$4,049
13	48,849	\$52,166	\$2,953	6.00%	\$3,317
14	49,810	\$52,445	\$2,969	6.00%	\$2,635
15	50,709	\$52,829	\$2,990	6.00%	\$2,120
16	51,572	\$53,273	\$3,015	6.00%	\$1,701
17	52,372	\$53,893	\$3,051	6.00%	\$1,521
18	53,136	\$54,415	\$3,080	6.00%	\$1,279
19	53,863	\$55,280	\$3,129	6.00%	\$1,417
20	54,541	\$56,355	\$3,190	6.00%	\$1,814
21	54,541	\$57,448	\$3,252	6.00%	\$2,907
22	54,541	\$58,577	\$3,316	6.00%	\$4,036
23	54,541	\$60,026	\$3,398	6.00%	\$5,485
24	54,541	\$60,942	\$3,450	6.00%	\$6,401
25	54,541	\$62,325	\$3,528	6.00%	\$7,784
26	54,541	\$63,615	\$3,601	6.00%	\$9,074
27	54,541	\$64,850	\$3,671	6.00%	\$10,309
28	54,541	\$65,992	\$3,735	6.00%	\$11,451
29	54,541	\$67,097	\$3,798	6.00%	\$12,556
30	54,541	\$68,120	\$3,856	6.00%	\$13,579
31	54,541	\$69,102	\$3,911	6.00%	\$14,561
32	54,541	\$70,033	\$3,964	6.00%	\$15,492
33	54,541	\$71,004	\$4,019	6.00%	\$16,463
34	54,541	\$71,816	\$4,065	6.00%	\$17,275
35	54,541	\$72,681	\$4,114	6.00%	\$18,140
36	54,541	\$73,525	\$4,162	6.00%	\$18,984
37	54,541	\$74,382	\$4,210	6.00%	\$19,841
38	54,541	\$75,170	\$4,255	6.00%	\$20,629
39	54,541	\$75,846	\$4,293	6.00%	\$21,305
40	54,541	\$76,358	\$4,322	6.00%	\$21,817
41	54,541	\$76,884	\$4,352	6.00%	\$22,343
42	54,541	\$77,560	\$4,390	6.00%	\$23,019
43	54,541	\$78,236	\$4,428	6.00%	\$23,695
44	54,541	\$78,913	\$4,467	6.00%	\$24,372
45	54,541	\$79,588	\$4,505	6.00%	\$25,047
46	54,541	\$80,265	\$4,543	6.00%	\$25,724
47	54,541	\$80,943	\$4,582	6.00%	\$26,402
48	54,541	\$81,618	\$4,620	6.00%	\$27,077
49	54,541	\$82,293	\$4,658	6.00%	\$27,752

Raise Scenario #2**ESTIMATED COST: \$1,182,500****2019-2020 BUDGET****REVISED****Port Neches-Groves ISD****5.5% RAISE**

<u>Step</u>	<u>PROJECTED STATE BASE</u>	<u>PNG ISD TEACHER</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER STATE BASE</u>
0	33,658	\$42,500			\$8,842
1	34,385	\$43,255	\$2,255	5.50%	\$8,870
2	35,100	\$43,688	\$2,278	5.50%	\$8,588
3	35,827	\$44,793	\$2,335	5.50%	\$8,966
4	37,354	\$46,221	\$2,410	5.50%	\$8,867
5	38,882	\$47,057	\$2,453	5.50%	\$8,175
6	40,410	\$48,409	\$2,524	5.50%	\$7,999
7	41,826	\$48,717	\$2,540	5.50%	\$6,891
8	43,169	\$49,336	\$2,572	5.50%	\$6,167
9	44,438	\$49,508	\$2,581	5.50%	\$5,070
10	45,633	\$50,375	\$2,626	5.50%	\$4,742
11	46,767	\$51,037	\$2,661	5.50%	\$4,270
12	47,851	\$51,655	\$2,693	5.50%	\$3,804
13	48,849	\$51,920	\$2,707	5.50%	\$3,071
14	49,810	\$52,197	\$2,721	5.50%	\$2,387
15	50,709	\$52,580	\$2,741	5.50%	\$1,871
16	51,572	\$53,022	\$2,764	5.50%	\$1,450
17	52,372	\$53,638	\$2,796	5.50%	\$1,266
18	53,136	\$54,158	\$2,823	5.50%	\$1,022
19	53,863	\$55,019	\$2,868	5.50%	\$1,156
20	54,541	\$56,089	\$2,924	5.50%	\$1,548
21	54,541	\$57,177	\$2,981	5.50%	\$2,636
22	54,541	\$58,300	\$3,039	5.50%	\$3,759
23	54,541	\$59,743	\$3,115	5.50%	\$5,202
24	54,541	\$60,654	\$3,162	5.50%	\$6,113
25	54,541	\$62,031	\$3,234	5.50%	\$7,490
26	54,541	\$63,315	\$3,301	5.50%	\$8,774
27	54,541	\$64,544	\$3,365	5.50%	\$10,003
28	54,541	\$65,681	\$3,424	5.50%	\$11,140
29	54,541	\$66,780	\$3,481	5.50%	\$12,239
30	54,541	\$67,799	\$3,535	5.50%	\$13,258
31	54,541	\$68,777	\$3,586	5.50%	\$14,236
32	54,541	\$69,703	\$3,634	5.50%	\$15,162
33	54,541	\$70,669	\$3,684	5.50%	\$16,128
34	54,541	\$71,477	\$3,726	5.50%	\$16,936
35	54,541	\$72,338	\$3,771	5.50%	\$17,797
36	54,541	\$73,178	\$3,815	5.50%	\$18,637
37	54,541	\$74,031	\$3,859	5.50%	\$19,490
38	54,541	\$74,815	\$3,900	5.50%	\$20,274
39	54,541	\$75,488	\$3,935	5.50%	\$20,947
40	54,541	\$75,998	\$3,962	5.50%	\$21,457
41	54,541	\$76,521	\$3,989	5.50%	\$21,980
42	54,541	\$77,194	\$4,024	5.50%	\$22,653
43	54,541	\$77,867	\$4,059	5.50%	\$23,326
44	54,541	\$78,541	\$4,095	5.50%	\$24,000
45	54,541	\$79,213	\$4,130	5.50%	\$24,672
46	54,541	\$79,887	\$4,165	5.50%	\$25,346
47	54,541	\$80,561	\$4,200	5.50%	\$26,020
48	54,541	\$81,233	\$4,235	5.50%	\$26,692
49	54,541	\$81,905	\$4,270	5.50%	\$27,364

Raise Scenario #3

ESTIMATED COST: \$1,397,500

2019-2020 BUDGET

REVISED

Port Neches-Groves ISD

6.5% RAISE

<u>Step</u>	<u>PROJECTED STATE BASE</u>	<u>PNG ISD TEACHER</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER STATE BASE</u>
0	33,658	\$42,500			\$8,842
1	34,385	\$43,460	\$2,665	6.50%	\$9,075
2	35,100	\$44,102	\$2,692	6.50%	\$9,002
3	35,827	\$45,005	\$2,760	6.50%	\$9,178
4	37,354	\$46,440	\$2,848	6.50%	\$9,086
5	38,882	\$47,280	\$2,899	6.50%	\$8,398
6	40,410	\$48,638	\$2,983	6.50%	\$8,228
7	41,826	\$48,948	\$3,002	6.50%	\$7,122
8	43,169	\$49,570	\$3,040	6.50%	\$6,401
9	44,438	\$49,743	\$3,050	6.50%	\$5,305
10	45,633	\$50,614	\$3,104	6.50%	\$4,981
11	46,767	\$51,279	\$3,144	6.50%	\$4,512
12	47,851	\$51,900	\$3,183	6.50%	\$4,049
13	48,849	\$52,166	\$3,199	6.50%	\$3,317
14	49,810	\$52,445	\$3,216	6.50%	\$2,635
15	50,709	\$52,829	\$3,240	6.50%	\$2,120
16	51,572	\$53,273	\$3,267	6.50%	\$1,701
17	52,372	\$53,893	\$3,305	6.50%	\$1,521
18	53,136	\$54,415	\$3,337	6.50%	\$1,279
19	53,863	\$55,280	\$3,390	6.50%	\$1,417
20	54,541	\$56,355	\$3,456	6.50%	\$1,814
21	54,541	\$57,448	\$3,523	6.50%	\$2,907
22	54,541	\$58,577	\$3,592	6.50%	\$4,036
23	54,541	\$60,026	\$3,681	6.50%	\$5,485
24	54,541	\$60,942	\$3,737	6.50%	\$6,401
25	54,541	\$62,325	\$3,822	6.50%	\$7,784
26	54,541	\$63,615	\$3,901	6.50%	\$9,074
27	54,541	\$64,850	\$3,977	6.50%	\$10,309
28	54,541	\$65,992	\$4,047	6.50%	\$11,451
29	54,541	\$67,097	\$4,114	6.50%	\$12,556
30	54,541	\$68,120	\$4,177	6.50%	\$13,579
31	54,541	\$69,102	\$4,237	6.50%	\$14,561
32	54,541	\$70,033	\$4,294	6.50%	\$15,492
33	54,541	\$71,004	\$4,354	6.50%	\$16,463
34	54,541	\$71,816	\$4,404	6.50%	\$17,275
35	54,541	\$72,681	\$4,457	6.50%	\$18,140
36	54,541	\$73,525	\$4,509	6.50%	\$18,984
37	54,541	\$74,382	\$4,561	6.50%	\$19,841
38	54,541	\$75,170	\$4,609	6.50%	\$20,629
39	54,541	\$75,846	\$4,651	6.50%	\$21,305
40	54,541	\$76,358	\$4,682	6.50%	\$21,817
41	54,541	\$76,884	\$4,715	6.50%	\$22,343
42	54,541	\$77,560	\$4,756	6.50%	\$23,019
43	54,541	\$78,236	\$4,798	6.50%	\$23,695
44	54,541	\$78,913	\$4,839	6.50%	\$24,372
45	54,541	\$79,588	\$4,880	6.50%	\$25,047
46	54,541	\$80,265	\$4,922	6.50%	\$25,724
47	54,541	\$80,943	\$4,963	6.50%	\$26,402
48	54,541	\$81,618	\$5,005	6.50%	\$27,077
49	54,541	\$82,293	\$5,046	6.50%	\$27,752

Equity Gains From HB 3, 86th Legislative Session

Basic Allotment increased from \$5,140 to \$6,160	✓
Funding formulas moved to a Single Chapter , placing all school districts on formula funding, regardless of wealth	✓
Funding formulas changed to base calculations on Current Year Values , moving an additional \$3.6 Billion into the Equalized Funding System	✓
ASF Per Capita included as first funding for all districts, ensuring all districts, regardless of wealth, receive Per Capita funding the same way	✓
Eliminated the High School Allotment, rolling those funds into the Equalized Formula System, ensuring all districts are impacted equally	✓
Eliminated the Staff Allotment, rolling those funds into the Equalized Formula System, ensuring all districts are impacted equally	✓
Eliminated the GT Allotment, rolling those funds into the Equalized Formula System	✓
Moved optional Local Option Homestead Exemption funding to Chapter 48 for all districts, making sure that all districts with a LOHE, if funding is available, receive it in the same way, regardless of district wealth	✓
Eliminated the 4% Bonus in funding recapture districts received for simply signing a Letter of Agreement to Purchase Attendance Credits by September 1 each year	✓
Put the 1993 Wealth Hold-Harmless (26 years old) on a 5-year Phase Out to elimination	✓
Eliminated the 2017 Hardship Grant	✓
Disaster Relief placed in Chapter 48 so that it impacts all districts uniformly	✓
Changes "Recapture" to Local Revenue in Excess of Entitlement and greatly simplifies the calculation, increasing equity	✓
Eliminates the Equalized Wealth Level and puts all districts in the same Formula Funding System	✓
Increases the Yield on Copper Pennies to nearly \$50 per WADA per penny , and ties the Yield to 80% of the Basic Allotment, so the Yield Increases as the BA Increases	✓
Requires all districts to adopt tax rates equal to their New Compressed Rates in order to earn Full Entitlement in Tier 1	✓
Forces all districts to tax at full New Compressed Rates before they can access any Tier 2 Golden or Copper Pennies	✓

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT

BOARD DOCUMENT

MEETING DATE: July 8, 2019

AGENDA ITEM: Consider Approval of Disbursements

The monthly list of bills paid for the period May 30, 2019 to June 30, 2019 is detailed in the attachment. If members of the Board have questions regarding any of the disbursements, we would request that they contact our office prior to the Board meeting and list the check number and the payee for the item in question. We will pull the voucher and supporting documentation to give a detailed answer to any questions during the public Board meeting.

Recommendation: It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve the disbursements for the period May 30, 2019, to June 30, 2019.

Resource Personnel: Sheri Drawhorn, Business Manager

VENDOR	CHECK CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
AAA STATE OF PLAY	98711	06/20/2019	923.00	499 E 11 6399 00 107 0 23 0 00	SP ED SWING - ADAPTIVE - PTA DONATION	33434
ABDUL, ATHA	98558	06/13/2019	6.70	240 R 00 5751 00 001 0 00 0 00	Reimbursement for senior cafe' balance	060319
ABEL, ANGELA	98476	06/04/2019	152.00	199 E 11 6399 00 107 0 11 0 00	Meals=\$152.00, TEP SA Summer Conference in Austin, TX on 6/11-14/19	06112019
ACE GLASS & MIRROR I	98712	06/20/2019	1,230.34	199 E 51 6299 00 936 0 99 0 00	TAFT-REPLACING 2 BROKEN WINDOWS; 1 BY ROOM #133, 1 BY CAFETERIA	I016452
ACE GLASS & MIRROR I	98712	06/20/2019	176.18	199 E 51 6299 00 936 0 99 0 00	VB-REPLACING BROKEN WINDOW IN CLASSROOM #103	I016451
ACE GLASS & MIRROR I	98712	06/20/2019	52.00	199 E 51 6317 19 936 0 99 0 00	GMS-LIGHT LENSES	I016477
ACE GLASS & MIRROR I	98712	06/20/2019	21.00	199 E 51 6317 19 936 0 99 0 00	TAFT-LIGHT LENSES	I016494
ACE IMAGEWEAR	98485	06/06/2019	48.28	199 E 34 6219 00 937 0 99 0 00	Cleaning of uniforms-Blanket PO	0510866
ACE IMAGEWEAR	98485	06/06/2019	48.28	199 E 34 6219 00 937 0 99 0 00	Cleaning of uniforms-Blanket PO	0512404
ACE IMAGEWEAR	98485	06/06/2019	48.28	199 E 34 6219 00 937 0 99 0 00	Cleaning of uniforms-Blanket PO	0513939
ACE IMAGEWEAR	98485	06/06/2019	48.28	199 E 34 6219 00 937 0 99 0 00	Cleaning of uniforms-Blanket PO	0515509
ACE IMAGEWEAR	98485	06/06/2019	48.28	199 E 34 6219 00 937 0 99 0 00	Cleaning of uniforms-Blanket PO	0517057
ACME ARCHITECTURAL H	98546	06/10/2019	293.28	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT	5371830
ACME ARCHITECTURAL H	98713	06/20/2019	109.60	199 E 51 6317 00 936 0 99 0 00	HS-WELDING SHOP LOCK REPLACEMENT	5375975
ACME ARCHITECTURAL H	98713	06/20/2019	310.89	199 E 51 6317 00 936 0 99 0 00	GMS-CLASSROOM LOCKS	5377239
ACME ARCHITECTURAL H	98713	06/20/2019	21.39	199 E 51 6317 00 936 0 99 0 00	MD-KEYS	5376268
ACME ARCHITECTURAL H	98824	06/27/2019	186.84	199 E 51 6317 00 936 0 99 0 00	HS FIELDHOUSE AND WELDING SHOP SUPPLIES	5378839
ALL INDUSTRIES INC	98547	06/10/2019	1,595.01	199 E 51 6299 00 936 0 99 0 00	BLANKET ACCOUNT	24884
ALL PHASE ELECTRIC C	98407	05/31/2019	65.60	199 E 51 6317 00 936 0 99 0 00	DW-TIE WRAPS	5949-78121
ALL PHASE ELECTRIC C	98407	05/31/2019	24.00	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78126
ALL PHASE ELECTRIC C	98487	06/06/2019	28.00	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78138
ALL PHASE ELECTRIC C	98487	06/06/2019	76.95	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78163
ALL PHASE ELECTRIC C	98487	06/06/2019	148.95	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78165
ALL PHASE ELECTRIC C	98487	06/06/2019	48.00	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78166
ALL PHASE ELECTRIC C	98487	06/06/2019	173.40	199 E 51 6317 19 936 0 99 0 00	BLANKET ACCOUNT	5949-78165

VENDOR	CHECK CHECK		ACCOUNT							INVOICE	INVOICE	
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER	
ALL PHASE ELECTRIC C	98487	06/06/2019	301.50	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78173
ALL PHASE ELECTRIC C	98487	06/06/2019	300.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78172
ALL PHASE ELECTRIC C	98487	06/06/2019	26.84	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78157
ALL PHASE ELECTRIC C	98716	06/20/2019	152.97	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78217
ALL PHASE ELECTRIC C	98716	06/20/2019	613.05	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78209
ALL PHASE ELECTRIC C	98716	06/20/2019	157.30	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78209
ALL PHASE ELECTRIC C	98716	06/20/2019	402.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78209
ALL PHASE ELECTRIC C	98716	06/20/2019	65.60	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78192
ALL PHASE ELECTRIC C	98716	06/20/2019	189.00	199 E 51 6317	19	936	0	99	0	00	HS-TRANE CHILLER PARTS	5949-78261
ALL PHASE ELECTRIC C	98716	06/20/2019	24.20	199 E 51 6317	19	936	0	99	0	00	HS-RM #1213-INSTALLING EMERGENCY LIGHTS	5949-78264
ALL PHASE ELECTRIC C	98716	06/20/2019	100.50	199 E 51 6317	19	936	0	99	0	00	HS, VB, GMS-CASES OF LIGHT BULBS	5949-78270
ALL PHASE ELECTRIC C	98716	06/20/2019	201.00	199 E 51 6317	19	936	0	99	0	00	HS, VB, GMS-CASES OF LIGHT BULBS	5949-78270
ALL PHASE ELECTRIC C	98716	06/20/2019	478.95	199 E 51 6317	19	936	0	99	0	00	HS, VB, GMS-CASES OF LIGHT BULBS	5949-78270
ALL PHASE ELECTRIC C	98716	06/20/2019	175.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-77938
ALL PHASE ELECTRIC C	98716	06/20/2019	158.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-77903
ALL PHASE ELECTRIC C	98716	06/20/2019	173.40	199 E 51 6317	19	936	0	99	0	00	GE-BULBS	5949-78300
ALL PHASE ELECTRIC C	98716	06/20/2019	324.40	199 E 51 6317	19	936	0	99	0	00	TAFT KITCHEN AREA WIRE REPAIR	5949-78300
ALL PHASE ELECTRIC C	98716	06/20/2019	150.00	199 E 51 6317	19	936	0	99	0	00	HS-LIGHT BULBS	5949-78236
ALL PHASE ELECTRIC C	98716	06/20/2019	209.20	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78125
ALL PHASE ELECTRIC C	98825	06/27/2019	74.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78160
ALL PHASE ELECTRIC C	98825	06/27/2019	56.00	199 E 51 6317	19	936	0	99	0	00	BLANKET ACCOUNT	5949-78161
ALL PHASE ELECTRIC C	98825	06/27/2019	100.50	199 E 51 6317	19	936	0	99	0	00	GE-LIGHT BULBS FOR CAMPUS	5949-78314
AMAZON.COM	98823	06/25/2019	13.10	199 E 33 6399	00	111	0	99	0	00	Nurse supplies	4586667375
AMAZON.COM	98823	06/25/2019	13.94	199 E 11 6399	00	104	0	11	0	00	CLASSROOM SUPPLIES	4349668456
AMAZON.COM	98823	06/25/2019	13.86	199 E 11 6399	00	104	0	11	0	00	CLASSROOM SUPPLIES	8653767699
AMAZON.COM	98823	06/25/2019	22.95	199 E 11 6399	00	104	0	11	0	00	CLASSROOM SUPPLIES	4573665447
AMAZON.COM	98823	06/25/2019	36.99	199 E 33 6399	00	111	0	99	0	00	Nurse supplies	4634938597
AMAZON.COM	98823	06/25/2019	99.12	199 E 11 6494	00	101	0	23	0	00	classroom supplies	4699698583
AMAZON.COM	98823	06/25/2019	13.68	199 E 33 6399	00	111	0	99	0	00	Nurse supplies	4368738493
AMAZON.COM	98823	06/25/2019	8.05	199 E 11 6399	00	104	0	11	0	00	CLASSROOM SUPPLIES	7784583645
AMAZON.COM	98823	06/25/2019	699.84	199 E 11 6399	00	111	0	32	0	00	PREK SUPPLIES	8995478566
AMAZON.COM	98823	06/25/2019	3.71	199 E 53 6399	00	874	0	99	0	00	plotter card/netscout Kit/wireless adapter	6589566344
AMAZON.COM	98823	06/25/2019	39.86	199 E 11 6644	00	874	0	11	0	00	plotter card/netscout Kit/wireless adapter	6589566344

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
AMAZON.COM	98823	06/25/2019	252.42	199	E	53	6399	00	874	0	99	0	00	plotter card/netscout Kit/wireless adapter	4534775477
AMAZON.COM	98823	06/25/2019	2,709.86	199	E	11	6644	00	874	0	11	0	00	plotter card/netscout Kit/wireless adapter	4534775477
AMAZON.COM	98823	06/25/2019	23.86	199	E	53	6399	00	874	0	99	0	00	plotter card/netscout Kit/wireless adapter	8464786556
AMAZON.COM	98823	06/25/2019	256.13	199	E	11	6644	00	874	0	11	0	00	plotter card/netscout Kit/wireless adapter	8464786556
AMAZON.COM	98823	06/25/2019	25.79	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	9566973658
AMAZON.COM	98823	06/25/2019	287.88	199	E	11	6399	00	107	0	11	0	00	1ST GRADE WRITING JOURNAL	5744537744
AMAZON.COM	98823	06/25/2019	46.83	199	E	11	6399	00	103	0	11	0	00	CLASSROOM SUPPLIES--APRIL RYAN	8999383657
AMAZON.COM	98823	06/25/2019	679.43	199	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES	4668759455
AMAZON.COM	98823	06/25/2019	73.92	199	E	11	6399	00	101	0	11	0	00	misc. building supplies	6579856669
AMAZON.COM	98823	06/25/2019	104.64	199	E	11	6399	00	103	0	11	0	00	HAND SANITIZER	7534934884
AMAZON.COM	98823	06/25/2019	69.87	199	E	11	6399	00	101	0	11	0	00	misc. building supplies	4438467496
AMAZON.COM	98823	06/25/2019	13.97	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	7633936478
AMAZON.COM	98823	06/25/2019	75.93	199	E	23	6499	00	111	0	99	0	00	PREK SUPPLIES	7633936478
AMAZON.COM	98823	06/25/2019	5.46	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	4348978868
AMAZON.COM	98823	06/25/2019	29.70	199	E	23	6499	00	111	0	99	0	00	PREK SUPPLIES	4348978868
AMAZON.COM	98823	06/25/2019	10.61	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	9999998574
AMAZON.COM	98823	06/25/2019	57.67	199	E	23	6499	00	111	0	99	0	00	PREK SUPPLIES	9999998574
AMAZON.COM	98823	06/25/2019	4.45	199	E	11	6399	00	101	0	11	0	00	misc. building supplies	9843969897
AMAZON.COM	98823	06/25/2019	7.61	199	E	11	6399	00	101	0	11	0	00	misc. building supplies	4497446885
AMAZON.COM	98823	06/25/2019	179.99	199	E	53	6399	00	874	0	99	0	00	trendnet port, cables	6387866738
AMAZON.COM	98823	06/25/2019	15.89	199	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES-BURNETT, BALSAMO, SASSER	4543345443
AMAZON.COM	98823	06/25/2019	6.97	199	E	41	6399	25	750	0	99	0	00	Office Supplies for the Business Office	4367959459
AMAZON.COM	98823	06/25/2019	235.51	199	E	11	6399	00	101	0	11	0	00	misc. building supplies	4478484564
AMAZON.COM	98823	06/25/2019	81.15	199	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES-BURNETT, BALSAMO, SASSER	4543799535
AMAZON.COM	98823	06/25/2019	313.18	499	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES-BURNETT, BALSAMO, SASSER	4543799535
AMAZON.COM	98823	06/25/2019	27.96	199	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES-BURNETT, BALSAMO, SASSER	4377654567
AMAZON.COM	98823	06/25/2019	41.06	199	E	11	6399	00	101	0	11	0	00	classroom supplies	5633658337
AMAZON.COM	98823	06/25/2019	12.54	199	E	11	6399	00	103	0	11	0	00	CLASSROOM SUPPLIES--APRIL RYAN	9646458744

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
AMAZON.COM	98823	06/25/2019	11.85	199	E	11	6399	00	101	0	11	0	00	classroom supplies	4499584758
AMAZON.COM	98823	06/25/2019	107.70	199	E	41	6399	25	750	0	99	0	00	Office Supplies for the Business Office	4743943773
AMAZON.COM	98823	06/25/2019	37.09	199	E	11	6399	00	101	0	11	0	00	classroom supplies	4573534969
AMAZON.COM	98823	06/25/2019	174.71	199	E	53	6399	00	874	0	99	0	00	trendnet port, cables	4587988557
AMAZON.COM	98823	06/25/2019	898.00	199	E	11	6399	00	001	0	11	0	00	CAMERA EQUIPMENT	9876874947
AMAZON.COM	98823	06/25/2019	23.30	199	E	41	6399	25	750	0	99	0	00	Office Supplies for the Business Office	6487553633
AMAZON.COM	98823	06/25/2019	38.98	199	E	41	6399	25	750	0	99	0	00	Office Supplies for the Business Office	4986764659
AMAZON.COM	98823	06/25/2019	168.00	199	E	51	6317	19	936	0	99	0	00	DW-WIRE FISHING SYSTEM WITH MAGNESPOT	4643654797
AMAZON.COM	98823	06/25/2019	198.00	499	E	11	6399	00	107	0	11	0	00	POSTER PRINTER, INK & PAPER ROLLS - PTA DONATION -	4686486387
AMAZON.COM	98823	06/25/2019	249.00	199	E	11	6399	00	001	0	11	0	00	CAMERA EQUIPMENT	8966764674
AMAZON.COM	98823	06/25/2019	41.16	199	E	11	6399	00	107	0	11	0	00	ROLLING DRY ERASE BOARD & TEACHER APPRECIATION GIFT (BRACELETS)	4733836935
AMAZON.COM	98823	06/25/2019	559.00	199	E	11	6399	00	001	0	11	0	00	CAMERA EQUIPMENT	4435547837
AMAZON.COM	98823	06/25/2019	996.00	499	E	11	6399	00	107	0	11	0	00	POSTER PRINTER, INK & PAPER ROLLS - PTA DONATION -	5739334943
AMAZON.COM	98823	06/25/2019	109.99	199	E	11	6399	00	107	0	11	0	00	ROLLING DRY ERASE BOARD & TEACHER APPRECIATION GIFT (BRACELETS)	8536789347
AMAZON.COM	98823	06/25/2019	5.12	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	4597453883
AMAZON.COM	98823	06/25/2019	27.85	199	E	23	6499	00	111	0	99	0	00	PREK SUPPLIES	4597453883
AMAZON.COM	98823	06/25/2019	98.90	499	E	11	6399	00	107	0	11	0	00	POSTER PRINTER, INK & PAPER ROLLS - PTA DONATION -	4455663484
AMAZON.COM	98823	06/25/2019	195.52	499	E	11	6399	00	104	0	11	0	00	CLASSROOM SUPPLIES-WHITAKER AND HARMON	4399578869
AMAZON.COM	98823	06/25/2019	97.46	499	E	11	6399	00	104	0	11	0	00	CLASSROOM MATERIALS-ABBOTT	6356969568
AMAZON.COM	98823	06/25/2019	283.72	199	E	41	6399	25	750	0	99	0	00	Copy Paper for the Administration Office/Office Supplies for the Business Office	6588975797
AMAZON.COM	98823	06/25/2019	10.99	199	E	11	6399	00	111	0	32	0	00	PREK SUPPLIES	4447479733
AMAZON.COM	98823	06/25/2019	99.31	199	E	11	6399	00	104	0	23	0	00	CLASSROOM SUPPLIES	4694959597
AMAZON.COM	98823	06/25/2019	197.99	199	E	11	6399	00	103	0	11	0	00	CLASSROOM SUPPLIES--MUSIC--APRIL GRAVES	4556967937

VENDOR	CHECK		ACCOUNT				INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER			DESCRIPTION	NUMBER
AMAZON.COM	98823	06/25/2019	108.73	199 E 11 6494 00 101 0 23 0 00			classroom supplies	4465767776
AMAZON.COM	98823	06/25/2019	165.31	199 E 11 6399 00 101 0 11 0 00			teacher classroom supplies	5934669637
AMAZON.COM	98823	06/25/2019	37.58	199 E 11 6399 00 101 0 21 0 00			teacher classroom supplies	5934669637
AMAZON.COM	98823	06/25/2019	133.80	199 E 13 6399 60 001 0 11 0 00			ASL BOOKS	4335775574
AMAZON.COM	98823	06/25/2019	151.87	199 E 11 6399 00 104 0 21 0 00			CLASSROOM SUPPLIES	5743874567
AMAZON.COM	98823	06/25/2019	-0.90	199 E 11 6399 00 111 0 32 0 00			PREK SUPPLIES	4558549667
AMAZON.COM	98823	06/25/2019	-179.99	199 E 53 6399 00 874 0 99 0 00			trendnet port, cables	4369593398
AMAZON.COM	98823	06/25/2019	248.93	199 E 23 6499 00 111 0 99 0 00			PREK SUPPLIES	6864984548
AMAZON.COM	98823	06/25/2019	68.28	199 E 11 6399 00 101 0 11 0 00			classroom supplies	7965894999
AMAZON.COM	98823	06/25/2019	227.88	199 E 33 6399 00 101 0 99 0 00			Nurse office furniture	4593695389
AMERICAN ELEVATOR IN	98826	06/27/2019	400.00	199 E 51 6317 19 936 0 99 0 00			HS-KONE ELEVATOR-5 YEAR LOAD TEST	48795
AMERICAN EXPRESS	41666561	06/11/2019	373.09	199 E 11 6399 00 105 0 11 0 00			PERF ATT FIELD TRIP TO CHUCK E CHEESE'S	052919AAA
AMERICAN EXPRESS	41666561	06/11/2019	118.92	199 E 23 6399 00 001 0 99 0 00			AE PURCHASE AT ACADEMY	AX052919
AMERICAN EXPRESS	41666561	06/11/2019	40.00	199 E 13 6399 00 872 0 23 0 00			American Express .. Baubles and Bliss gift card .. F. James ..	AX0529191
AMERICAN EXPRESS	41666561	06/11/2019	64.51	199 E 36 6412 21 873 0 91 0 91			Market Basket: cups, snacks for baseball playoffs	AX052919A
AMERICAN EXPRESS	41666561	06/11/2019	70.71	199 E 41 6399 00 701 0 99 0 00			wrapping supplies for retiree clocks	AX052919AA
AMERICAN EXPRESS	41666561	06/11/2019	999.87	199 E 11 6399 00 105 0 11 0 00			AMERICAN EXPRESS CHARGES / STAPLES TEACHER CHAIRS QTY. 13	AX052919AA
AMERICAN EXPRESS	41666561	06/11/2019	7.77	199 E 36 6412 21 873 0 91 0 91			Market Basket: cups, snacks for baseball playoffs	AX052919B
AMERICAN EXPRESS	41666561	06/11/2019	136.79	199 E 41 6399 00 720 0 99 0 00			Membership dues for Texas Association of School Personnel Administrators	AX052919BB
AMERICAN EXPRESS	41666561	06/11/2019	63.33	199 E 23 6399 00 001 0 99 0 00			AE PURCHASE AS MIKES SODA SHOP	AX052919C
AMERICAN EXPRESS	41666561	06/11/2019	1,990.00	199 E 13 6411 00 871 0 11 0 00			Registration for Scholastic Book Fairs Reading Summit	AX052919CC
AMERICAN EXPRESS	41666561	06/11/2019	669.50	199 E 36 6411 19 873 0 91 0 91			AMERICAN EXPRESS CHARGE - ART OF COACHING VOLLEYBALL COACHING CLINIC	AX052919CC
AMERICAN EXPRESS	41666561	06/11/2019	9.50	199 E 36 6412 52 001 0 99 0 00			AE PURCHASE AT MIKES SODA SHOP AND SOMBRERO	AX052919D

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	NUMBER	DATE		NUMBER											
AMERICAN EXPRESS	41666561	06/11/2019	1,990.00	199	E	13	6411	00	871	0	11	0	00	American Express Disputed Charge for Scholastic Book Fairs Conference	AX052919DD
AMERICAN EXPRESS	41666561	06/11/2019	32.72	199	E	23	6411	00	001	0	99	0	00	AE PURCHASE AT SOMBRERO GRILL	AX052919E
AMERICAN EXPRESS	41666561	06/11/2019	175.00	199	E	11	6399	00	870	0	22	0	00	CTAT ACTIVE LEADERSHIP MEMBERSHIP FEE - DR. BRENDA DUHON	AX052919EE
AMERICAN EXPRESS	41666561	06/11/2019	431.70	199	E	23	6399	00	001	0	99	0	00	AE PURCHASE AT MOOD	AX052919EE
AMERICAN EXPRESS	41666561	06/11/2019	1,554.00	199	E	36	6494	52	105	0	99	0	00	A/R FIELD TRIP TO JUMPING WORLD	AX052919EE
AMERICAN EXPRESS	41666561	06/11/2019	8.00	199	E	36	6412	52	001	0	99	0	00	AE PURCHASE AT MIKES SODA SHOP AND SOMBRERO	AX052919F
AMERICAN EXPRESS	41666561	06/11/2019	480.00	199	E	11	6399	00	870	0	22	0	00	CTAT SUMMER CONFERENCE REGISTRATION - DUHON	AX052919FF
AMERICAN EXPRESS	41666561	06/11/2019	44.98	199	E	23	6411	00	001	0	99	0	00	PURCHASE ON AE AT WINGSTOP	AX052919G
AMERICAN EXPRESS	41666561	06/11/2019	325.00	199	E	13	6411	00	871	0	11	0	00	Registration for District Counselors - Mental Health Summit	AX052919GG
AMERICAN EXPRESS	41666561	06/11/2019	59.70	199	E	11	6494	00	105	0	23	0	00	AMX CREDIT CHARGES DAVID DONUT & DELI TEACHER BREAKFAST FOR STAAR	AX052919GG
AMERICAN EXPRESS	41666561	06/11/2019	47.60	199	E	11	6399	00	041	0	11	0	00	Lowe's Home Centers, LLC 8383 Memorial BLVD Port Arthur, Texas 77640 5/19/19 Props for End of the Year Musical	AX052919H
AMERICAN EXPRESS	41666561	06/11/2019	50.00	199	E	11	6399	00	870	0	22	0	00	PSI EXAM FOR COSMETOLOGY STUDENT-CHRISTINA ARAUJO	AX052919HH
AMERICAN EXPRESS	41666561	06/11/2019	95.92	199	E	51	6316	00	699	0	99	0	00	AMX CREDIT CHARGES PIZZA INN TEACHER BREAKFAST FOR STAAR	AX052919HH
AMERICAN EXPRESS	41666561	06/11/2019	70.23	199	E	11	6399	00	041	0	11	0	00	Walmart 8585 Memorial Blvd Port Arthur, Texas 77640 5/19/19 Props & Costumes for Year End Musical	AX052919I
AMERICAN EXPRESS	41666561	06/11/2019	144.00	199	E	11	6399	00	870	0	22	0	00	PSI TX OPERATOR PRACTICAL EXAM FOR COSMETOLOGY STUDENTS	AX052919II
AMERICAN EXPRESS	41666561	06/11/2019	41.00	199	E	11	6399	00	105	0	24	0	00	AMX MONTHLY CREDIT CHARGES- NOTHING BUNDT CAKES - ADMIN THANK YOU CAKE	AX052919II
AMERICAN EXPRESS	41666561	06/11/2019	80.68	199	E	11	6399	00	041	0	11	0	00	Hobby Lobby 2770 Highway 365,	AX052919J

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE NUMBER</u>
					Suite A Port Arthur, Texas 77640 5/18/19 Fabric & Crafts for Year End Musical	
AMERICAN EXPRESS	41666561	06/11/2019	39.38	199 E 11 6399 00 699 0 24 0 00	Summer School Curriculum	AX052919JJ
AMERICAN EXPRESS	41666561	06/11/2019	368.00	199 E 11 6494 00 105 0 11 0 00	AMX MONTHLY CREDIT CHARGES/ BOSS BURGER FOR FACULTY-46 BURGERS. *THIS WAS REIMBURSED BY OUR PTA. TEACHER APPRECIATION WEEK	AX052919JJ
AMERICAN EXPRESS	41666561	06/11/2019	90.83	199 E 11 6399 00 041 0 11 0 00	Party City 2770 HWY 365 Port Arthur, Texas 77640 5/18/19 Fabric & Supplies for Year End Musical	AX052919K
AMERICAN EXPRESS	41666561	06/11/2019	469.00	289 E 11 6399 79 871 9 11 0 00	School Supplies for Hurricane Harvey Grant	AX052919KK
AMERICAN EXPRESS	41666561	06/11/2019	346.02	199 E 11 6412 00 103 0 25 0 00	URBAN AIR BEAUMONT ESL FIELD TRIP	AX052919KL
AMERICAN EXPRESS	41666561	06/11/2019	10.74	199 E 11 6399 00 041 0 11 0 00	Hobby Lobby 2770 Highway 365, Suite A Port Arthur, Texas 77640 4/30/19 Costumes for Year End Musical	AX052919L
AMERICAN EXPRESS	41666561	06/11/2019	256.15	199 E 11 6399 00 105 0 23 0 00	AMX CREDIT CHARGES- DOMINO'S PIZZA FOR A/R FIELD TRIP	AX052919LL
AMERICAN EXPRESS	41666561	06/11/2019	2,067.00	199 E 11 6399 00 101 0 11 0 00	Cinemark Theatres (field trip)	AX052919M
AMERICAN EXPRESS	41666561	06/11/2019	364.46	199 E 11 6399 00 872 0 23 0 00	American Express .. School Specialty .. Horseshoe table for Speech Therapy student sessions .. E. Marioneaux @ PNMS ..	AX052919MM
AMERICAN EXPRESS	41666561	06/11/2019	49.68	199 E 23 6411 00 105 0 99 0 00	AMERX- REALLY GOOD STUFF- THIS WAS ORIGINALLY ORDERED IN 10/2018. ITEM WAS BO'D TIL 05/2019. TRAHAN STILL WANTED ITEMS SO I ORDERED OVER PHONE WITH AMX.	AX052919MM
AMERICAN EXPRESS	41666561	06/11/2019	56.22	199 E 11 6399 00 101 0 11 0 00	AMEX: El Viejo Tony Retirement Dinner	AX052919N
AMERICAN EXPRESS	41666561	06/11/2019	61.00	199 E 11 6399 00 105 0 11 0 00	AMX- PURCHASE OF SCHOOL	AX052919NN

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
AMERICAN EXPRESS	41666561	06/11/2019	1,860.00	199 E 11 6399 00 101 0 11 0 00		SUPPLIES ONLINE FOR HAZEL HESS. SCHOOLKIDZ- GUARDIAN DOES NOT HAVE A CREDIT CARD SO HE WROTE A CHECK. \$61	
AMERICAN EXPRESS	41666561	06/11/2019	25.42	199 E 33 6399 00 111 0 99 0 00		AMEX: Elise's Fun Center for 5th grade field trip	AX0529190
AMERICAN EXPRESS	41666561	06/11/2019	91.22	199 E 36 6494 52 105 0 99 0 00		SCHOOL NURSE SUPPLY	AX05291900
AMERICAN EXPRESS	41666561	06/11/2019	83.62	199 E 11 6399 00 101 0 11 0 00		AMX MONTHLY CREDIT CHARGES OFFICE DEPOT/ INK & PHOTO PAPER FOR BADON	AX05291900
AMERICAN EXPRESS	41666561	06/11/2019	371.66	199 E 11 6399 00 101 0 11 0 00		American Express: Party City Props & decorations for Music play	AX052919P
AMERICAN EXPRESS	41666561	06/11/2019	719.89	199 E 36 6411 19 873 0 91 0 91		Hilton Hotels and Resorts - State Track Meet	AX052919PP
AMERICAN EXPRESS	41666561	06/11/2019	47.25	199 E 33 6411 00 105 0 99 0 00		Hilton Hotels and Resorts - State Track Meet	AX052919PP
AMERICAN EXPRESS	41666561	06/11/2019	2,320.00	199 E 11 6399 00 101 0 11 0 00		AMX MONTHLY CREDIT CHARGES- OFFICE DEPOT/ INK FOR BADON &MCDONALD	AX052919PP
AMERICAN EXPRESS	41666561	06/11/2019	350.00	199 E 11 6399 00 101 0 11 0 00		AMEX: Spar Water Park AR Field Trip	AX052919Q
AMERICAN EXPRESS	41666561	06/11/2019	760.00	199 E 36 6497 52 101 0 99 0 00		AMEX: Spar Water Park AR Field Trip Lunch	AX052919R
AMERICAN EXPRESS	41666561	06/11/2019	38.44	199 E 36 6412 52 001 0 99 0 00		AMEX: Spar Water Park AR Field Trip Lunch	AX052919R
AMERICAN EXPRESS	41666561	06/11/2019	227.93	199 E 23 6411 00 102 0 99 0 00		AE PURCHASE AT HEB	AX052919RR
AMERICAN EXPRESS	41666561	06/11/2019	194.42	199 E 11 6399 00 870 0 22 0 00		TRAVEL KIM CARTER TO PRINCIPAL PRINCIPLES WORKSHOP DISCOVER YOUR SCHOOL'S VISION APRIL 29, 2019 EMBASSY SUITES FRISCO, TX	AX052919S
AMERICAN EXPRESS	41666561	06/11/2019	1,125.83	199 E 36 6494 52 105 0 99 0 00		SSG SALON SERVICES GROUP SMOOTH CULTURE DUO FOR KERATIN CERTIFICATION FOR COSMETOLOGY STUDENTS	AX052919SS
AMERICAN EXPRESS	41666561	06/11/2019				3RD GRADE EIY FIELD TRIP TO CHUCK E CHEESE'S- AMERICAN EXPRESS MONTHLY CREDIT	AX052919TT

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
AMERICAN EXPRESS	41666561	06/11/2019	675.00	199 E 36 6412 52 001 0 99 0 00		CHARGES	
AMERICAN EXPRESS	41666561	06/11/2019	114.77	199 E 36 6412 21 873 0 91 0 91		AE PURCHASE AT LAS ROSAS	AX052919UU
AMERICAN EXPRESS	41666561	06/11/2019	582.06	199 E 36 6412 21 873 0 91 0 91		McDonald's Restaurant #10907 for baseball	AX052919V
AMERICAN EXPRESS	41666561	06/11/2019	1,110.00	199 E 41 6419 00 702 0 99 0 00		Scottish Inns and Suites - Baseball 5/9-10	AX052919W
AMERICAN EXPRESS	41666561	06/11/2019	130.56	199 E 41 6499 00 702 0 99 0 00		Registration for Summer Leadership Institute for Lana Parker and Dustin Marsh	AX052919X
AMERICAN EXPRESS	41666561	06/11/2019	4,272.00	199 E 41 6499 00 702 0 99 0 00		Lunch for Board members called meeting (5/16/19)	AX052919Y
AMERICAN EXPRESS	41666561	06/11/2019	100.00	199 E 11 6399 00 870 0 22 0 00		Employee Appreciation treat boxes (2019)	AX052919Z
AMERICAN EXPRESS	41666561	06/11/2019	69.00	199 E 41 6411 00 750 0 99 0 00		PSI EXAMS - COSMETOLOGY STUDENTS - ACTIVITY ACCOUNT	AX052919ZZ
AMERICAN EXPRESS	41666561	06/11/2019				Hyatt Regency - Hotel Stay for S. Drawhorn=\$69.00 for 2019 Risk Management Fund Conference in Austin, TX on 5/1/19-5/3/19	AX052919ZZ
AMERICAN HERITAGE CA	31786	06/25/2019	99.36	863 L 00 2159 00 000 0 00 0 11		Payroll accrual	20190625AD
AMERICAN UNITED LIFE	31777	06/25/2019	175.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
APPLE INC.	98408	05/31/2019	4,730.00	199 E 11 6644 00 874 0 11 0 00		iPads	AA15685244
APPLE INC.	98408	05/31/2019	4,302.00	199 E 11 6644 00 874 0 11 0 00		iPads	AA15776797
APPLE INC.	98488	06/06/2019	2,390.00	199 E 11 6399 00 105 0 11 0 00		128gb full size ipads & cases	AA17656290
AT&T	98489	06/06/2019	6,737.91	199 E 51 6259 11 936 0 99 0 00		MONTHLY LOCAL SERVICE, PHONE SERVICE FROM 05/19/19 - 06/18/19	713A55-001
AT&T LONG DISTANCE	98717	06/20/2019	850.94	199 E 51 6259 11 936 0 99 0 00		AT&T LONG DISTANCE SERVICE FOR APRIL	060919
ATHLETIC SUPPLY, INC	98409	05/31/2019	445.00	199 E 36 6499 43 873 0 91 0 91		jackets, fleece, hoodies, etc.	172704
ATHLETIC SUPPLY, INC	98490	06/06/2019	3,200.00	199 E 36 6399 21 873 0 91 0 91		Baseball: screens, baseballs, tee	173041
ATHLETIC SUPPLY, INC	98559	06/13/2019	1,199.00	199 E 36 6399 21 873 0 91 0 91		Baseball: socks, catchers gear, mit, bags	173163
ATHLETIC SUPPLY, INC	98559	06/13/2019	1,123.30	199 E 36 6399 68 042 0 91 0 91		PNMS: pit cover	173203
ATHLETIC SUPPLY, INC	98559	06/13/2019	421.70	199 E 36 6399 69 042 0 91 0 91		PNMS: pit cover	173203
ATHLETIC SUPPLY, INC	98718	06/20/2019	4,255.00	199 E 36 6399 22 873 0 91 0 91		Volleyball: jerseys, shirts	173464

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE	
	NUMBER	DATE		NUMBER											DESCRIPTION
ATHLETIC SUPPLY, INC	98718	06/20/2019	3,865.00	199	E	36	6399	20	873	0	91	0	91	Football: compression shirts	173463
ATPE	31778	06/25/2019	17.50	863	L	00	2159	00	000	0	00	0	00	Payroll accrual	20190625AD
AUTOMATED LOGIC - HO	98560	06/13/2019	685.00	199	E	51	6317	16	936	0	99	0	00	HS, GMS-REBUILDING 2 HVAC MODULES	239076
AUTOMATIC PUMP & EQU	98719	06/20/2019	3,950.00	199	E	51	6317	00	936	0	99	0	00	HS-STADIUM PRESS BOX-WATER PUMP	22380
B&H PHOTO VIDEO	98720	06/20/2019	602.07	199	E	51	6318	22	936	0	99	0	00	HS -BASEBALL FIELD PRESS BOX SOUND SYSTEM INSTALL	158393665
BAKER DISTRIBUTING C	98410	05/31/2019	529.35	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	X935589
BAKER DISTRIBUTING C	98410	05/31/2019	150.38	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	X863528
BAKER DISTRIBUTING C	98548	06/10/2019	28.86	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	x410815
BAKER DISTRIBUTING C	98548	06/10/2019	65.77	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	X517219
BAKER DISTRIBUTING C	98561	06/13/2019	246.20	199	E	51	6317	16	936	0	99	0	00	GE-HVAC REPAIRS	X924667
BAKER DISTRIBUTING C	98561	06/13/2019	249.97	199	E	51	6317	16	936	0	99	0	00	GE AUDITORIUM-A/C REPAIRS	X993475
BAKER DISTRIBUTING C	98561	06/13/2019	12.36	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	X778829
BAKER DISTRIBUTING C	98722	06/20/2019	212.50	199	E	51	6317	16	936	0	99	0	00	ALTERNATIVE CAMPUS-HVAC REPAIRS	Y013158
BAKER DISTRIBUTING C	98722	06/20/2019	174.19	199	E	51	6317	16	936	0	99	0	00	GE-AUDITORIUM CHILLER REPAIRS	X908889
BAKER DISTRIBUTING C	98722	06/20/2019	212.50	199	E	51	6317	16	936	0	99	0	00	MD-STOCK FOR TRUCK #200	Y047261
BAKER DISTRIBUTING C	98722	06/20/2019	212.50	199	E	51	6317	16	936	0	99	0	00	TAFT KITCHEN-EQUIPMENT REPAIRS	Y035419
BAKER DISTRIBUTING C	98722	06/20/2019	64.69	199	E	51	6317	16	936	0	99	0	00	VB-HVAC REPAIRS	Y084181
BAKER DISTRIBUTING C	98722	06/20/2019	77.52	199	E	51	6317	16	936	0	99	0	00	VB-MUSIC ROOM A/C REPAIRS	Y116427
BAKER DISTRIBUTING C	98722	06/20/2019	426.18	199	E	51	6317	16	936	0	99	0	00	TAFT-KITCHEN A/C REPAIRS	X913720
BAKER DISTRIBUTING C	98722	06/20/2019	8.04	199	E	51	6317	16	936	0	99	0	00	GE-HVAC REPAIRS	Y136927
BAKER DISTRIBUTING C	98722	06/20/2019	134.97	199	E	51	6317	16	936	0	99	0	00	VB-1ST GRADE HALL A/C REPAIRS MD-STOCK-TRUCK #20	Y084081
BALFOUR	98491	06/06/2019	800.65	199	E	41	6499	00	701	0	99	0	00	Service Award Pins (10 and 25 years of service)	1595
BALFOUR YEARBOOKS	98562	06/13/2019	850.00	199	E	36	6412	52	001	0	99	0	00	Registration Fees for 2 Students for the Communications Workshop at Texas A&M University for the dates of 7/19-21/19 Port Neches-Groves ISD, Workshop Registration Number 2019-HS-73 & Customer Number 01179	060319
BARRON, WILLIAM	98563	06/13/2019	52.05	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe'	061019

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
BAYES ACHIEVEMENT CN	98830	06/27/2019	250.00	226 A 00 1241 00 000 0 00 0 00		balance	
BAYES ACHIEVEMENT CN	98830	06/27/2019	250.00	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28211
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. June 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	19,038.90	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28154
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. June 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	50.00	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28221
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. June 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	18,888.90	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28143
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. June 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	125.00	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28094
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. May 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	130.00	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28084
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. May 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	19,673.53	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28024
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. May 2019	
BAYES ACHIEVEMENT CN	98830	06/27/2019	19,518.53	226 A 00 1241 00 000 0 00 0 00		Bayes Achievement Center, Inc	28013
						.. Residential services for	
						Ryan Ramshur & Candice	
						Vincent .. May 2019	
BEATY, MARK	98564	06/13/2019	64.95	240 R 00 5751 00 001 0 00 0 00		Reimburse for senior cafe'	060319
						balance	
BEAUMONT FREIGHTLINE	98492	06/06/2019	4,603.58	199 E 34 6315 00 937 0 99 0 00		Repairs on bus 114	SIS-030-30
BELL FENCE MANUFACTU	98831	06/27/2019	26.40	199 E 51 6317 00 936 0 99 0 00		HS-INSTALLING FENCE AROUND	256464
						DUMPSTER	
BENTON'S	98557	06/12/2019	554.28	499 E 61 6498 00 999 0 99 0 00		SUMMER RECREATION SWIM FEES	061219

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE NUMBER</u>
BENTON'S	98832	06/27/2019	277.14	499 E 61 6498 00 999 0 99 0 00	FOR PORT NECHES AND GROVES CAMPS SUMMER RECREATION SWIM FEES	062719
BERESFORD, ANGELA	98565	06/13/2019	12.35	240 R 00 5751 00 001 0 00 0 00	FOR PORT NECHES CAMP Reimburse for senior cafe' balance	060319
BILL CLARK PEST CONT	98566	06/13/2019	325.00	240 E 35 6299 00 938 0 99 0 00	pest control monthly service; May 2019, all cafeteria kitchens	108258
BILL CLARK PEST CONT	98723	06/20/2019	250.00	199 E 51 6299 00 936 0 99 0 00	ALTERNATIVE CAMPUS-REMOVING HONEY BEES	722713
BIRDSONG, JULIE	98567	06/13/2019	33.35	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
BLAINE DISTRIBUTION	98411	05/31/2019	1,352.95	199 E 51 6317 00 936 0 99 0 00	HS BASEBALL FIELD-RESTROOM PETITIONS	1910711101
BOMBASSI, MICHAEL	98568	06/13/2019	8.20	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
BORDEN DAIRY COMPANY	98569	06/13/2019	3,167.73	240 E 35 6341 00 001 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	3,172.56	240 E 35 6341 00 041 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	2,041.41	240 E 35 6341 00 042 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	2,705.69	240 E 35 6341 00 101 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	1,829.38	240 E 35 6341 00 102 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	1,297.09	240 E 35 6341 00 103 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	1,718.00	240 E 35 6341 00 104 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	1,558.92	240 E 35 6341 00 105 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	1,378.98	240 E 35 6341 00 107 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BORDEN DAIRY COMPANY	98569	06/13/2019	54.00	240 E 35 6341 23 001 0 99 0 00	milk, juice, tea May 2019, all cafeterias	2663117
BOUDREAU, STEVEN	98570	06/13/2019	320.00	199 E 52 6219 01 877 0 99 0 00	SRO for game on 5/28/19, 8 hours	052819

VENDOR	CHECK CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
BREAKOUT, INC	98493	06/06/2019	25.00	199 E 36 6497 52 107 0 99 0 00	LARUE GRANT - 3 BREAKOUT EDU KITS	21029
BREAKOUT, INC	98493	06/06/2019	425.00	499 E 12 6399 00 107 0 11 0 00	LARUE GRANT - 3 BREAKOUT EDU KITS	21029
BRODART INC.	98412	05/31/2019	3,065.53	199 E 12 6329 00 001 0 11 0 00	Library: Lot books	B5547956
BRODART INC.	98412	05/31/2019	-152.90	199 E 12 6329 00 001 0 11 0 00	Library: Lot books	B5572378
BRODART INC.	98412	05/31/2019	9.74	199 E 12 6329 00 001 0 11 0 00	Library: Lot books	B5587061
BSN SPORTS, LLC	98571	06/13/2019	2,317.76	199 E 36 6399 89 873 0 91 0 91	All Sports: plate holder, belts, bar	905274469
BSN SPORTS, LLC	98571	06/13/2019	407.99	199 E 36 6399 27 873 0 91 0 91	Track: starting gun, blanks	904873362
BSN SPORTS, LLC	98571	06/13/2019	3,100.29	199 E 36 6399 20 873 0 91 0 91	shirts, pants, compression shirts	904873360
BSN SPORTS, LLC	98571	06/13/2019	4,106.99	199 E 36 6399 27 873 0 91 0 91	Track - pole vault pit mat	904840941
BUMPER TO BUMPER AUT	98413	05/31/2019	760.00	199 E 34 6315 00 937 0 99 0 00	BLT DRV Fan for buses	0218012556
BUMPER TO BUMPER AUT	98413	05/31/2019	-15.00	199 E 51 6317 00 936 0 99 0 00	ADMINISTRATION BLDG-GENERATOR BATTERY	0218012559
BUMPER TO BUMPER AUT	98413	05/31/2019	118.01	199 E 51 6317 00 936 0 99 0 00	ADMINISTRATION BLDG-GENERATOR BATTERY	0218901255
BUMPER TO BUMPER AUT	98573	06/13/2019	17.49	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-124212
BUMPER TO BUMPER AUT	98573	06/13/2019	77.68	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125058
BUMPER TO BUMPER AUT	98573	06/13/2019	37.98	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125196
BUMPER TO BUMPER AUT	98573	06/13/2019	34.49	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125233
BUMPER TO BUMPER AUT	98573	06/13/2019	11.86	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125654
BUMPER TO BUMPER AUT	98573	06/13/2019	29.28	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125819
BUMPER TO BUMPER AUT	98573	06/13/2019	152.81	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125878
BUMPER TO BUMPER AUT	98573	06/13/2019	32.17	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-125900
BUMPER TO BUMPER AUT	98573	06/13/2019	134.47	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-126326
BUMPER TO BUMPER AUT	98573	06/13/2019	127.84	199 E 34 6315 00 937 0 99 0 00	Blanket PO Feb.-Aug. 2019	218-126574
BURNS, MINDI	98477	06/04/2019	955.86	199 E 13 6411 60 001 0 31 0 00	Meals=\$40.00, Gas/Parking=\$200.00, Hotel=\$715.86, On-Ramps in Austin, TX on 6/24-27/19	06242019
CARL JOHNSEN FLORIST	98624	06/13/2019	112.50	199 E 11 6399 00 001 0 11 0 00	PLANT RENTAL	151651
CARREON, LORI	98574	06/13/2019	3.85	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
CARTER'S EDUCATIONAL	98575	06/13/2019	6,480.00	224 E 11 6219 00 872 9 23 0 00	Carter's Educational Training Services, Inc .. In-Home Parent Training .. March 2019 .. Inv #1312	1312

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
CARTER'S EDUCATIONAL	98833	06/27/2019	6,570.00	224	E	11	6219	00	872	9	23	0	00	Carter's Educational Training Services, Inc. . . In-Home Parent Training ..	1317
CARTER, KIMBERLY	98478	06/04/2019	152.00	199	E	23	6411	00	102	0	99	0	00	Meals=\$152.00, TEPSA Summer Conference in Austin, TX on 6/11-14/19	06112019
CASH, MARVIN	98576	06/13/2019	10.65	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
CASTRO, ANTONIO	98577	06/13/2019	13.60	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
CATES, BRIAN	98724	06/20/2019	277.14	499	E	61	6498	00	999	0	99	0	00	REIMBURSEMENT FOR SWIM FEES FOR SUMMER REC PROGRAM	062019
CDW GOVERNMENT	98414	05/31/2019	477.96	199	E	11	6399	00	874	0	11	0	00	projector bulbs	SFV8333
CDW GOVERNMENT	98414	05/31/2019	752.97	199	E	11	6644	00	874	0	11	0	00	ipad cases	SBX1157
CDW GOVERNMENT	98495	06/06/2019	1,611.00	199	E	11	6399	00	874	0	11	0	00	APC backups	SHD0818
CDW GOVERNMENT	98495	06/06/2019	196.90	199	E	53	6399	00	874	0	99	0	00	ink	SJG7438
CDW GOVERNMENT	98495	06/06/2019	850.00	199	E	11	6399	00	105	0	11	0	00	CHARGING CART FOR IPADS AVERCHARGE E36C & CASES	SGL7801
CDW GOVERNMENT	98578	06/13/2019	65.38	199	E	53	6399	00	874	0	99	0	00	doc camera; drive	SKJ1397
CDW GOVERNMENT	98578	06/13/2019	690.84	199	E	11	6644	00	874	0	11	0	00	doc camera; drive	SKJ1397
CDW GOVERNMENT	98578	06/13/2019	2,608.80	499	E	11	6399	00	101	0	11	0	00	BASF TOTAL Petrochemicals LLC Grant for Chromebooks	RVM7445
CDW GOVERNMENT	98578	06/13/2019	246.80	499	E	11	6399	00	101	0	11	0	00	BASF TOTAL Petrochemicals LLC Grant for Chromebooks	RVB3456
CDW GOVERNMENT	98725	06/20/2019	254.79	199	E	13	6399	00	871	0	11	0	00	Printer Ink - T. Davis; M. Jarrell	SMH8391
CDW GOVERNMENT	98725	06/20/2019	338.00	199	E	11	6399	00	874	0	11	0	00	printers	SPH3379
CERTIFIED LABORATORI	98579	06/13/2019	2,509.10	199	E	51	6317	17	936	0	99	0	00	DW-KITCHEN GREASE TRAPS MAINTENANCE	3532530
CHICK-FIL-A GARTH RD	98496	06/06/2019	319.00	199	E	36	6412	27	873	0	91	0	91	Track: meals 4/9/19	8045510
CHICK-FIL-A GARTH RD	98496	06/06/2019	21.00	199	E	36	6399	89	873	0	91	0	91	Track: meals 4/9/19	8045510
CLARK, MICHAEL	98580	06/13/2019	2.25	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
CLASSIC FORMS AND PR	98834	06/27/2019	241.03	199	E	41	6399	25	750	0	99	0	00	Classic Linen Letterhead for S. Drawhorn, 8.5" X 11"	00046155
COASTAL WELDING SUPP	98415	05/31/2019	168.24	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	10295607
COASTAL WELDING SUPP	98497	06/06/2019	29.16	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1026991
COASTAL WELDING SUPP	98581	06/13/2019	54.25	199	E	11	6399	00	870	0	22	0	00	COASTAL WELDING TANK LEASE	80118890
COASTAL WELDING SUPP	98727	06/20/2019	40.15	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	10298702

VENDOR	CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
COASTAL WELDING SUPP	98727	06/20/2019	90.73	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	10301658
COASTAL WELDING SUPP	98727	06/20/2019	305.23	199 E 51 6317 00 936 0 99 0 00						MD-CYLINDER OF C25	10299403
COASTAL WELDING SUPP	98727	06/20/2019	79.75	199 E 51 6317 00 936 0 99 0 00						MD-WELDING SHOP AND GRASS CREW SUPPLIES	10302377
COASTAL WELDING SUPP	98727	06/20/2019	187.30	199 E 51 6317 00 936 0 99 0 00						MD-GRINDER FOR WELDING SHOP	10303206
COASTAL WELDING SUPP	98727	06/20/2019	8.17	199 E 51 6317 00 936 0 99 0 00						MD-WELDING SHOP SUPPLIES	10305647
COASTAL WELDING SUPP	98727	06/20/2019	39.55	199 E 51 6317 00 936 0 99 0 00						MD-MONTHLY CYLINDER RENTAL INVOICE	80117122
COASTAL WELDING SUPP	98835	06/27/2019	14.24	199 E 51 6317 00 936 0 99 0 00						MD-WELDING SHOP EQUIPMENT	10306319
COBOS, JOSE	98582	06/13/2019	5.00	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
COBURN SUPPLY COMPAN	98498	06/06/2019	291.56	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52185310
COBURN SUPPLY COMPAN	98730	06/20/2019	8.23	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52256279
COBURN SUPPLY COMPAN	98730	06/20/2019	600.70	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52239921
COBURN SUPPLY COMPAN	98730	06/20/2019	14.55	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52235733
COBURN SUPPLY COMPAN	98730	06/20/2019	167.75	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52217568
COBURN SUPPLY COMPAN	98730	06/20/2019	47.85	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52239846
COBURN SUPPLY COMPAN	98730	06/20/2019	24.97	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	12251131
COBURN SUPPLY COMPAN	98730	06/20/2019	287.64	199 E 51 6317 16 936 0 99 0 00						WGEC-15 TON UNIT-HVAC REPAIRS	52250396
COBURN SUPPLY COMPAN	98730	06/20/2019	71.74	199 E 51 6317 17 936 0 99 0 00						HS-CATE BUILDING-STORM DRAIN REPAIRS	12260810
COBURN SUPPLY COMPAN	98730	06/20/2019	94.31	199 E 51 6317 17 936 0 99 0 00						TAFT-PLUMBING SUPPLIES	52278898
COBURN SUPPLY COMPAN	98730	06/20/2019	46.31	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52231034
COBURN SUPPLY COMPAN	98730	06/20/2019	220.00	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52229007
COBURN SUPPLY COMPAN	98730	06/20/2019	220.00	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52204404
COBURN SUPPLY COMPAN	98730	06/20/2019	25.27	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52150410
COBURN SUPPLY COMPAN	98836	06/27/2019	318.48	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52048616
COBURN SUPPLY COMPAN	98836	06/27/2019	100.44	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52027539
COBURN SUPPLY COMPAN	98836	06/27/2019	52.34	199 E 51 6317 17 936 0 99 0 00						BLANKET ACCOUNT	52037952
COBURN SUPPLY COMPAN	98836	06/27/2019	99.19	199 E 51 6317 17 936 0 99 0 00						PNMS-HOT WATER REPAIRS	52304211
COLDTUB	98499	06/06/2019	24,900.00	499 E 36 6639 00 873 0 91 0 91						Training Room: Hot/Cold Tub	052119
COLLINS, LEO	98583	06/13/2019	10.05	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
COMMERCIAL FILTRATIO	98731	06/20/2019	8,400.00	199 E 51 6299 00 936 0 99 0 00						BLANKET ACCOUNT	13899
COMPLETE ATHLETE	98416	05/31/2019	64.00	199 E 11 6399 00 870 0 22 0 00						INDIAN HEAD EMBROIDERY FOR AUTO SHOP COVERALLS	8701819086
COZAD, BRITTANY	98479	06/04/2019	368.88	199 E 13 6411 60 001 0 31 0 00						Meals=\$102.00, Hotel=\$266.88, ASL Educators Conference in Denton, TX on 7/22-24/19	07222019

VENDOR	CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
CROSBY HIGH SCHOOL	98500	06/06/2019	681.25	199 E 36 6499 49 873 0 91 0 91						baseball playoffs 5/2/19	050219
CROSBY HIGH SCHOOL	98500	06/06/2019	1,159.00	199 E 36 6499 49 873 0 91 0 91						baseball playoffs 5/3	050319
DAVID, WAYNE	98584	06/13/2019	41.55	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
DECUIR, JERIMY	98585	06/13/2019	39.25	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
DEFRATES, RICHARD	98586	06/13/2019	23.10	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
DELL CORP.	98587	06/13/2019	20,184.30	199 E 11 6644 00 874 0 11 0 00						computers	1031726902
DELL CORP.	98587	06/13/2019	1,370.46	199 E 11 6644 00 874 0 11 0 00						server	1031691792
DELL CORP.	98587	06/13/2019	773.98	199 E 53 6399 00 001 0 99 0 00						TONER	1031853635
DELL CORP.	98732	06/20/2019	175.49	199 E 11 6395 53 001 0 11 0 00						Ink for Art dept	1030356297
DELL CORP.	98837	06/27/2019	118.79	199 E 11 6395 53 001 0 11 0 00						Toner for Curriculum office	1032255127
DEPARTMENT OF INFORM	98588	06/13/2019	306.60	199 E 51 6259 11 936 0 99 0 00						Telecommunication Services from 4/1-4/30/19	19041428N
DEPARTMENT OF INFORM	98838	06/27/2019	306.60	199 E 51 6259 11 936 0 99 0 00						Telecommunication Services from 05/01-05/31/19	19051428N
DOMINION FORMS, INC	98733	06/20/2019	1,141.47	199 E 41 6399 00 720 0 99 0 00						New hire supplies	329959
DRAGONFLY INTERPRETI	98417	05/31/2019	2,897.50	199 E 11 6219 21 872 0 23 0 00						Dragonfly Interpreting Services, Inc .. Interpreting services for S. Doddi @ HS .. 4/22/19-5/03/19 .. Inv #1372	1372
DRAGONFLY INTERPRETI	98589	06/13/2019	5,540.00	224 E 11 6219 00 872 9 23 0 00						Dragonfly Interpreting Services, Inc .. Interpreting services for S. Doddi @ HS ..	1377
EAN HOLDINGS, LLC	98418	05/31/2019	117.00	199 E 36 6411 18 873 0 91 0 91						Faircloth rental 5/9-11	5PZ3QX
EAN HOLDINGS, LLC	98501	06/06/2019	78.00	199 E 36 6412 28 873 0 91 0 91						Fruge rental 5/9-10	5PYZFY
EAN HOLDINGS, LLC	98839	06/27/2019	396.00	199 E 13 6411 00 871 0 11 0 00						Vehicle Rental for TEPSA Summer Conference	61NDS5
EDGERLY, TODD	98590	06/13/2019	29.50	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
EDUCATION 2000	98734	06/20/2019	149.00	199 E 11 6399 00 871 0 11 0 00						Subscription Renewal for Mimiomobile 3-Year License	3883
EDUCATORS DEPOT, INC	98591	06/13/2019	896.64	199 E 11 6325 00 001 0 11 0 00						Library-Furnishings	4522
EMERY CARPET	98840	06/27/2019	499.90	199 E 51 6317 00 936 0 99 0 00						GE-FLOOR TILES	83214
ENGLISH, JIM	98592	06/13/2019	76.60	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
ENTERGY	98419	05/31/2019	237.13	199 E 51 6259 12 936 0 99 0 00						Electrical service for PNGISD Account Number 141937649 from	4550034482

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE		NUMBER			
ENTERGY	98502	06/06/2019	28,261.26	199 E 51 6259 12 936 0 99 0 00	04/09/19-05/09/19	Electrical service for PNGISD Account Number 133941385 from 04/09/19-05/15/19 Collective Bill	1001312112
ENTERGY	98593	06/13/2019	18.87	199 E 51 6259 12 936 0 99 0 00	05/02/19-06/03/19	Electrical service for PNGISD Account Number 137557443 from 05/02/19-06/03/19	2900042792
ENTERGY	98735	06/20/2019	72,915.67	199 E 51 6259 12 936 0 99 0 00	05/02/19-06/06/19	Electrical service for PNGISD Account Number 133941377 from 05/02/19-06/06/19 Collective Bill	1001317695
ENTERGY	98841	06/27/2019	478.71	199 E 51 6259 12 936 0 99 0 00	05/09/19-06/10/19	Electrical service for PNGISD Account Number 141937649 from 05/09/19-06/10/19	4400024419
ENTERPRISE FM TRUST	98594	06/13/2019	6,903.51	199 E 51 6269 00 936 0 99 0 00	06/01/19-06/30/19 -	LEASE VEHICLES FOR Consolidated Invoice	FBN3720616
ENTERPRISE FM TRUST	98594	06/13/2019	2,456.21	199 E 34 6269 00 937 0 99 0 00	06/01/19-06/30/19 -	LEASE VEHICLES FOR Consolidated Invoice	FBN3720616
ENTERPRISE FM TRUST	98594	06/13/2019	905.36	199 E 53 6269 00 874 0 99 0 00	06/01/19-06/30/19 -	LEASE VEHICLES FOR Consolidated Invoice	FBN3720616
EQUITY CENTER	98595	06/13/2019	4,780.00	199 E 41 6495 00 701 0 99 0 00	2019-20 Membership	Application Fee of the Equity Center for PNGISD	060519
ESCAMILLA, LAURA	98503	06/06/2019	150.00	199 E 36 6412 52 001 0 99 0 00		ACCOMPANIST	042619
ESCAMILLA, LAURA	98503	06/06/2019	390.00	199 E 36 6219 15 042 0 99 0 00		Accompanist for band solo & ensemble	052919
ETC LITE, LLC	98596	06/13/2019	771.08	199 E 41 6219 00 720 0 99 0 00		CODE DETERMINATION & CONSULTING (MONTHLY RATE)	9185
EXCEL SCREEN PRINTIN	98504	06/06/2019	330.80	199 E 36 6412 52 001 0 99 0 00		G CREW UNIFORMS	30162
EXCEL SCREEN PRINTIN	98504	06/06/2019	160.30	199 E 36 6412 52 001 0 99 0 00		G CREW UNIFORMS	30160
FASTENAL COMPANY	98549	06/10/2019	18.00	199 E 51 6317 00 936 0 99 0 00		BLANKET ACCOUNT	TXPOR14684
FASTENAL COMPANY	98549	06/10/2019	42.10	199 E 51 6317 00 936 0 99 0 00		BLANKET ACCOUNT	TXPOR14620
FASTENAL COMPANY	98738	06/20/2019	109.99	199 E 51 6639 00 936 0 99 0 00		GMS-LADDER FOR CUSTODIANS	TXPOR14809
FASTENAL COMPANY	98738	06/20/2019	-119.06	199 E 51 6639 00 936 0 99 0 00		GMS-LADDER FOR CUSTODIANS	TXPOR14796
FASTENAL COMPANY	98738	06/20/2019	119.06	199 E 51 6639 00 936 0 99 0 00		GMS-LADDER FOR CUSTODIANS	TXPOR14796

VENDOR	CHECK CHECK		ACCOUNT				INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER			DESCRIPTION	NUMBER
FASTENAL COMPANY	98738	06/20/2019	24.52	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14809
FASTENAL COMPANY	98738	06/20/2019	-26.47	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14584
FASTENAL COMPANY	98738	06/20/2019	26.47	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14584
FASTENAL COMPANY	98738	06/20/2019	21.05	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14814
FASTENAL COMPANY	98738	06/20/2019	-22.29	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14714
FASTENAL COMPANY	98738	06/20/2019	22.29	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14714
FASTENAL COMPANY	98738	06/20/2019	5.16	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14811
FASTENAL COMPANY	98738	06/20/2019	-5.59	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14569
FASTENAL COMPANY	98738	06/20/2019	5.59	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14569
FASTENAL COMPANY	98738	06/20/2019	16.04	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14812
FASTENAL COMPANY	98738	06/20/2019	-17.36	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14679
FASTENAL COMPANY	98738	06/20/2019	17.36	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14679
FASTENAL COMPANY	98738	06/20/2019	36.00	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14814
FASTENAL COMPANY	98738	06/20/2019	-38.97	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14590
FASTENAL COMPANY	98738	06/20/2019	38.97	199 E 51 6317 00 936 0 99 0 00			BLANKET ACCOUNT	TXPOR14590
FASTENAL COMPANY	98842	06/27/2019	393.85	199 E 34 6315 00 937 0 99 0 00			Bus shop supplies	146578
FBS	201800037	06/25/2019	290.81	863 L 00 2159 47 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	797.41	863 L 00 2159 47 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	181.20	863 L 00 2159 47 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	6,795.03	863 L 00 2159 47 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	1,600.38	863 L 00 2159 47 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	1,348.49	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	1,526.40	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	4,695.30	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	893.20	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	183.04	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	406.64	863 L 00 2159 45 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	2,045.65	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	43.33	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	51.99	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	26.00	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	34.67	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	17.33	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	34.67	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	117.80	863 L 00 2159 41 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	1,348.90	863 L 00 2159 43 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	216.90	863 L 00 2159 40 000 0 00 0 00			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	17,957.90	863 L 00 2159 00 000 0 00 0 06			Payroll accrual	20190625AD
FBS	201800037	06/25/2019	5,005.72	863 L 00 2159 40 000 0 00 0 00			Payroll accrual	20190625AD

VENDOR	CHECK CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
FBS	201800037	06/25/2019	917.16	863 L 00 2159 40 000 0 00 0 00						Payroll accrual	20190625AD
FBS	201800037	06/25/2019	2,695.92	863 L 00 2159 47 000 0 00 0 00						Payroll accrual	20190625AD
FBS	201800037	06/25/2019	8,017.92	863 L 00 2159 47 000 0 00 0 00						Payroll accrual	20190625AD
FBS	201800037	06/25/2019	579.12	863 L 00 2159 40 000 0 00 0 00						Payroll accrual	20190625AD
FBS	201800037	06/25/2019	4,967.60	863 L 00 2159 44 000 0 00 0 00						Payroll accrual	20190625AD
FBS	201800037	06/25/2019	12,104.40	863 L 00 2159 47 000 0 00 0 00						Payroll accrual	20190625AF
FBS	201800037	06/25/2019	791.59	863 L 00 2159 47 000 0 00 0 00						Payroll accrual	20190625AF
FBS	201800037	06/25/2019	3,165.00	863 L 00 2159 47 000 0 00 0 00						Payroll accrual	20190625AF
FERGUSON, ROXANNE	98739	06/20/2019	28.94	199 E 11 6399 00 699 0 25 0 00						Reimbursement for Art Supplies thru Amazon=\$28.94	06182019
FERRELL, ALEX	98420	05/31/2019	320.00	199 E 52 6219 01 877 0 99 0 00						SRO ON 5/20/19	052019
FOURNET, JESSE	98505	06/06/2019	200.00	199 E 52 6219 02 877 0 99 0 00						WORKED SECURITY FOR GRADUATION	053019
FRED MILLER'S	98597	06/13/2019	95.85	199 E 51 6315 00 937 0 99 0 00						Lawn equipment	37041
FRED MILLER'S	98740	06/20/2019	321.70	199 E 51 6315 00 937 0 99 0 00						Lawn Equipment	35912
FRED MILLER'S	98740	06/20/2019	118.78	199 E 51 6315 00 937 0 99 0 00						Lawn equipment	35952
FRED MILLER'S	98740	06/20/2019	1,007.97	199 E 51 6639 00 936 0 99 0 00						DW-EQUIPMENT FOR GRASS CREW	37061
FRED MILLER'S	98843	06/27/2019	561.65	199 E 51 6315 00 937 0 99 0 00						Lawn equipment	37110
FRED MILLER'S	98843	06/27/2019	95.00	199 E 51 6315 00 937 0 99 0 00						Lawn equipment	37177
FUNCTION4, LLC	98421	05/31/2019	74.00	199 E 11 6395 53 001 0 11 0 00						Ink for the Riso copier	INV702385
GALE	98598	06/13/2019	218.63	199 E 12 6329 00 001 0 11 0 00						Library--electronic resources	67108272
GANDHI, YOGESH	98599	06/13/2019	5.95	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
GARCIA, ALEXANDRA	98600	06/13/2019	24.20	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
GASPARD, BECKY	98601	06/13/2019	2.00	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
GENTILE CONSTRUCTION	98550	06/10/2019	177.00	199 E 51 6317 00 936 0 99 0 00						HS-MATERIALS FOR INSTALLING FENCE AROUND DUMPSTER	523
GENTILE CONSTRUCTION	98602	06/13/2019	1,142.26	199 E 51 6317 00 936 0 99 0 00						HS-DUMPSTER AREA IMPROVEMENTS	531
GENWORTH LIFE INSURA	31787	06/25/2019	38.19	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190625AD
GEORGE N. PARKS DRUM	98422	05/31/2019	1,343.00	199 E 36 6499 64 001 0 99 0 00						CAMP REGISTRATION	050919
GEORGE N. PARKS DRUM	98422	05/31/2019	412.00	199 E 36 6411 64 001 0 99 0 00						CAMP REGISTRATION	050919
GEORGIE, WILLIAM	98603	06/13/2019	9.50	240 R 00 5751 00 001 0 00 0 00						Reimburse for senior cafe' balance	060319
GILMAN GEAR	98506	06/06/2019	1,637.01	199 E 36 6399 89 873 0 91 0 91						All Sports: dummies, net	S077497
GONZALES, MIKE	98710	06/18/2019	401.80	199 E 41 6411 00 701 0 99 0 00						Meals=\$106.00, Mileage=\$295.80 (510 miles), TEPSA Summer Conf in Austin,	06122019

VENDOR	CHECK		AMOUNT	ACCOUNT											INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER												
GONZALEZ OFFICE PROD	98507	06/06/2019	138.38	199	E	11	6399	00	107	0	11	0	00	00	TX on 6/12-14/19 PERKINS - SPARKLE BOARD TRIM, STINKY STICKERS, SWEET SCENT STICKERS, WELCOME TO OUR CLASS PENCILS, SUPER READER PENCILS, FINGER PAINTS, CHART PAPER, BIRTHDAY CROWNS, PENCIL GRIPS, BEAN BAG, SIDEWALK CHALK, BOX OF BOARD TRIM	OE-QT-1007
GONZLEZ, HECTOR	98604	06/13/2019	4.80	240	R	00	5751	00	001	0	00	0	00	00	Reimburse for senior cafe' balance	060319
GOPHER SPORTS	98605	06/13/2019	5,014.62	199	E	36	6399	90	873	0	91	0	91	00	Weight Room: bars, plate tree, squat box, rack	9601409
GOPHER SPORTS	98605	06/13/2019	146.25	199	E	11	6399	00	104	0	11	0	00	SUPPLIES-GIL	9592036	
GOPHER SPORTS	98605	06/13/2019	128.64	499	E	11	6399	00	104	0	11	0	00	SUPPLIES-GIL	9592036	
GOSS, KAITLYN	98606	06/13/2019	4,534.67	199	E	11	6219	21	872	0	23	0	00	Kaitlyn Goss, PT, DPT .. PT student services May 1 - May 31, 2019 ..	26	
GOTT, JOANNA	98607	06/13/2019	26.30	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319	
GRAINGER	98741	06/20/2019	105.77	199	E	51	6317	16	936	0	99	0	00	HS-HVAC REPAIRS FOR CLASSROOM #2304	9189392690	
GRANGER, LISA	98608	06/13/2019	38.05	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319	
GRAY, KENDRA	98423	05/31/2019	104.00	199	L	00	2311	00	000	0	00	0	00	REFUND FOR OVER-PURCHASED NUMBER OF FOOTBALL TICKETS	052319	
GREATAMERICA FINANCI	98742	06/20/2019	788.62	199	E	11	6269	00	870	0	22	0	00	Standard payment for Kyocera TASKalfa 8052ci Copier System	24940963	
GREEN, PHILLIP	98609	06/13/2019	27.50	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319	
GROVES EQUIPMENT REN	98743	06/20/2019	108.36	199	E	51	6317	00	936	0	99	0	00	MD-PARTS FOR MANLIFT - TB80 SNORKEL S/N 993821	133349	
GROVES, CITY OF	98424	05/31/2019	3,379.64	199	E	51	6259	10	936	0	99	0	00	WATER UTILITIES, 04/11/19-05/13/19	050519	
GROVES, CITY OF	98844	06/27/2019	3,375.59	199	E	51	6259	10	936	0	99	0	00	WATER UTILITIES, 05/13/19-06/11/19	05/13-06/1	
GUERRERO, JOHN	98425	05/31/2019	16.99	199	E	11	6399	00	870	0	22	0	00	REIMBURSEMENT TO JOHN GUERRERO FOR PURCHASE AT	051319	

VENDOR	CHECK CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER		
	NUMBER	DATE		NUMBER													
HAMMOND, MARK	98610	06/13/2019	10.50	240	R	00	5751	00	001	0	00	0	00	0	00	O'REILLY'S Reimburse for senior cafe' balance	060319
HANLON, MICHAEL	98611	06/13/2019	24.25	240	R	00	5751	00	001	0	00	0	00	0	00	Reimburse for senior cafe' balance	060319
HARCOURT OUTLINES, I	98508	06/06/2019	128.20	199	E	31	6399	00	101	0	99	0	00	00	00	student incentives	INV023358
HARRELL, AARON	98426	05/31/2019	320.00	199	E	52	6219	01	877	0	99	0	00	00	00	SRO ON 5/24/19	052419
HAWKINS, RUSSELL	98612	06/13/2019	13.30	240	R	00	5751	00	001	0	00	0	00	00	00	Reimburse for senior cafe' balance	060319
HEBERT, CARSON	98613	06/13/2019	9.05	240	R	00	5751	00	001	0	00	0	00	00	00	Reimburse for senior cafe' balance	060319
HEMLER, ROBERT	98614	06/13/2019	16.65	240	R	00	5751	00	001	0	00	0	00	00	00	Reimburse for senior cafe' balance	060319
HERITAGE FOOD SERVIC	98427	05/31/2019	543.74	199	E	51	6317	16	936	0	99	0	00	00	00	HS-STEAMER REPAIRS	0005792074
HERITAGE FOOD SERVIC	98427	05/31/2019	115.75	199	E	51	6317	16	936	0	99	0	00	00	00	BLANKET ACCOUNT	0005660560
HERITAGE FOOD SERVIC	98744	06/20/2019	285.98	199	E	51	6317	00	936	0	99	0	00	00	00	HS KITCHEN-WARMER REPAIRS	0005826629
HERNANDEZ OFFICE SUP	98428	05/31/2019	85.70	199	E	11	6399	00	870	0	22	0	00	00	00	CTE OFFICE & CLASSROOM SUPPLIES	185277-0
HERNANDEZ OFFICE SUP	98428	05/31/2019	973.50	199	E	11	6399	00	042	0	11	0	00	00	00	paper	184153-0
HERNANDEZ OFFICE SUP	98428	05/31/2019	66.35	199	E	11	6399	00	107	0	11	0	00	00	00	SIMS - HEADPHONES	183126-0
HERNANDEZ OFFICE SUP	98428	05/31/2019	24.47	199	E	11	6399	00	104	0	11	0	00	00	00	BALSAMO CLASSROOM SUPPLIES	183112-0
HERNANDEZ OFFICE SUP	98510	06/06/2019	24.05	199	E	11	6399	00	699	0	24	0	00	00	00	Elementary Summer School Supplies	185727-1
HERNANDEZ OFFICE SUP	98510	06/06/2019	86.06	199	E	11	6399	00	699	0	24	0	00	00	00	Elementary Summer School Supplies	185727-0
HERNANDEZ OFFICE SUP	98510	06/06/2019	250.90	199	E	11	6399	00	699	0	24	0	00	00	00	Summer School Supplies for Middle School	185925-0
HERNANDEZ OFFICE SUP	98510	06/06/2019	212.74	199	E	11	6399	00	699	0	24	0	00	00	00	High School Summer School Supplies	185931-0
HERNANDEZ OFFICE SUP	98510	06/06/2019	89.08	199	E	11	6399	00	699	0	24	0	00	00	00	High School Summer School Supplies	185931-1
HERNANDEZ OFFICE SUP	98615	06/13/2019	324.50	199	E	11	6399	00	105	0	11	0	00	00	00	10 CARTON COPY PAPER	185911-0
HERNANDEZ OFFICE SUP	98615	06/13/2019	93.39	199	E	11	6399	00	103	0	11	0	00	00	00	CLASSROOM INK AND STAPLER	186082-0
HERNANDEZ OFFICE SUP	98615	06/13/2019	50.00	199	E	11	6399	00	103	0	11	0	00	00	00	CLASSROOM INK AND STAPLER	186082-1
HERNANDEZ OFFICE SUP	98615	06/13/2019	47.98	199	E	11	6399	00	103	0	11	0	00	00	00	CLASSROOM INK AND STAPLER	186265-0
HERNANDEZ OFFICE SUP	98746	06/20/2019	335.00	199	E	23	6399	00	105	0	99	0	00	00	00	Chair for Principal's Office	184280-0
HERNANDEZ OFFICE SUP	98746	06/20/2019	54.66	199	E	36	6399	95	873	0	91	0	91	91	91	Indians Course: pencils, folders	186745-0
HERNANDEZ OFFICE SUP	98746	06/20/2019	76.32	199	E	36	6499	44	873	0	91	0	91	91	91	air freshener refills	186746-0

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE	
	NUMBER	DATE		NUMBER											DESCRIPTION
HERNANDEZ OFFICE SUP	98746	06/20/2019	324.50	199	E	11	6399	00	103	0	11	0	00	CAMPUS PAPER AND OFFICE SUPPLIES	186996-0
HERNANDEZ OFFICE SUP	98746	06/20/2019	135.55	199	E	23	6399	00	103	0	99	0	00	CAMPUS PAPER AND OFFICE SUPPLIES	186996-0
HERNANDEZ OFFICE SUP	98746	06/20/2019	1,722.33	199	E	11	6269	00	001	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	11	6269	00	002	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	765.48	199	E	11	6269	00	041	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	765.48	199	E	11	6269	00	042	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	101	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	102	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	103	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	104	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	105	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	382.74	199	E	11	6269	00	107	0	11	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	7.77	240	E	35	6269	00	938	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	7.77	199	E	36	6269	00	873	0	91	0	91	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	16.92	199	E	41	6269	00	750	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	041	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	042	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	101	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	102	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	103	0	99	0	00	CONTRACT BASE RATE CHARGE FOR 06/01-06/30/19	112952

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE	
	NUMBER	DATE		NUMBER	DESCRIPTION	NUMBER									
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	104	0	99	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	105	0	99	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	23	6269	00	107	0	99	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	13	6269	00	001	0	11	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	34.92	199	E	31	6269	00	001	0	99	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	16.92	199	E	23	6269	00	001	0	99	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98746	06/20/2019	16.77	199	E	13	6269	00	872	0	23	0	00	06/01-06/30/19	
														CONTRACT BASE RATE CHARGE FOR	112952
HERNANDEZ OFFICE SUP	98845	06/27/2019	184.83	199	E	13	6399	00	871	0	11	0	00	Office Supplies	188080-0
HERNANDEZ OFFICE SUP	98845	06/27/2019	31.19	199	E	41	6399	25	750	0	99	0	00	Easy Peel Mailing Address Labels	188151-0
HERRERA, MIRYALA	98616	06/13/2019	4.55	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
HICKMAN, DWAYNE	98617	06/13/2019	20.80	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
HOLLIS TIRE CO., INC	98429	05/31/2019	2,249.77	199	E	34	6315	00	937	0	23	0	00	Bus fleet tires-stock	285870
HOLLIS TIRE CO., INC	98429	05/31/2019	749.93	199	E	34	6315	00	937	0	99	0	00	Bus fleet tires-stock	285870
HOLMES, MARK	98618	06/13/2019	12.85	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
HOME ELEVATOR OF TEX	98551	06/10/2019	325.00	199	E	51	6299	00	936	0	99	0	00	GE-WHEELCHAIR STAIRCASE LIFT REPAIRS	23014
HUNTON DISTRIBUTION	98430	05/31/2019	119.45	199	E	51	6317	16	936	0	99	0	00	VB-CONTROL MODULE	IN418433
HUNTON DISTRIBUTION	98430	05/31/2019	255.76	199	E	51	6317	16	936	0	99	0	00	VB-CAFETERIA A/C REPAIRS-BLOWER MOTOR	IN417946
HUNTON DISTRIBUTION	98471	05/31/2019	10,085.00	199	E	51	6317	16	936	0	99	0	00	PNE-NEW A/C UNIT QUOTE #: QT100714	IN415361
HUNTON DISTRIBUTION	98747	06/20/2019	989.61	199	E	51	6317	16	936	0	99	0	00	HS STADIUM TICKET BOOTH-A/C REPAIRS	DI016627
HUNTON DISTRIBUTION	98747	06/20/2019	70.95	199	E	51	6317	16	936	0	99	0	00	VB-CHILLER REPAIRS	IN430618
HUNTON DISTRIBUTION	98747	06/20/2019	240.43	199	E	51	6317	16	936	0	99	0	00	VB-CHILLER SUCTION LINE REPAIRS	IN432575
HUNTON DISTRIBUTION	98846	06/27/2019	1,026.90	199	E	51	6317	16	936	0	99	0	00	VB & STOCK FOR TRUCK	IN433931

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE			
	NUMBER	DATE		NUMBER	DESCRIPTION	NUMBER											
INTERNAL REVENUE	0	06/26/2019	36,261.23	863	L	00	2152	00	000	0	00	0	00	0	00	#37-TRANE CHILLER PARTS	
INTERNAL REVENUE	0	06/26/2019	196,407.34	863	L	00	2151	00	000	0	00	0	00	0	00	Payroll accrual	20190625AD
INTERNAL REVENUE	0	06/26/2019	9,451.49	863	L	00	2151	00	000	0	00	0	00	0	00	Payroll accrual	20190625AD
INTERNAL REVENUE	0	06/26/2019	36,261.23	863	L	00	2152	00	000	0	00	0	00	0	00	Payroll accrual	20190625AF
INTERSTATE BATTERY O	98748	06/20/2019	119.96	199	E	51	6317	00	936	0	99	0	00	0	00	MD-WELDING SHOP SUPPLIES	1905601017
INTERSTATE BATTERY O	98748	06/20/2019	493.90	199	E	51	6639	00	936	0	99	0	00	0	00	PNMS-FLOOR CLEANING MACHINE REPAIRS	1905601017
INTERSTATE BATTERY O	98847	06/27/2019	192.66	199	E	34	6315	00	937	0	23	0	00	0	00	Batteries for yellow/white fleet	13007672
INTERSTATE BATTERY O	98847	06/27/2019	192.66	199	E	34	6315	00	937	0	99	0	00	0	00	Batteries for yellow/white fleet	13007672
INTERSTATE BATTERY O	98847	06/27/2019	385.33	199	E	51	6315	00	937	0	99	0	00	0	00	Batteries for yellow/white fleet	13007672
INTERSTATE BATTERY O	98847	06/27/2019	372.80	199	E	34	6315	00	937	0	99	0	00	0	00	Batteries for bus fleet	36007735
INTERSTATE BILLING S	97653	06/17/2019	-162.60	199	E	34	6315	00	937	0	99	0	00	0	00	Parts for bus 83, 89 and stock	3014189591
INTERSTATE BILLING S	97653	06/17/2019	-340.60	199	E	34	6315	00	937	0	99	0	00	0	00	Bus parts	3014357644
INTERSTATE BILLING S	98708	06/17/2019	162.60	199	E	34	6315	00	937	0	99	0	00	0	00	Parts for bus 83, 89 and stock	3014189591
INTERSTATE BILLING S	98708	06/17/2019	340.60	199	E	34	6315	00	937	0	99	0	00	0	00	Bus parts	3014357644
ISI COMMERCIAL REFRI	98619	06/13/2019	73.00	199	E	51	6317	00	936	0	99	0	00	0	00	MD-ICE MACHINE REPAIRS	0409965
IVY, AARON	98431	05/31/2019	320.00	199	E	52	6219	01	877	0	99	0	00	0	00	SRO ON 5/22/19	052219
IVY, AARON	98511	06/06/2019	200.00	199	E	52	6219	02	877	0	99	0	00	0	00	WORKED SECURITY FOR GRADUATION	053019
IVY, AARON	98620	06/13/2019	240.00	199	E	52	6219	01	877	0	99	0	00	0	00	SRO for game on 5/28/19, 6 hours	053019a
J K CHEVROLET	98432	05/31/2019	83.52	199	E	51	6315	00	937	0	99	0	00	0	00	Rear blower motor for rear AC-Car 26	568466
JACKSON, SHANE	98621	06/13/2019	4.90	240	R	00	5751	00	001	0	00	0	00	0	00	Reimburse for senior cafe' balance	060319
JAMES, WILLIAM	98555	06/11/2019	110.96	199	E	36	6412	52	001	0	99	0	00	0	00	Reimbursement for Gas=\$\$69.38 & Hotel=\$41.58, UIL State Solo & Ensemble in Austin, TX on 5/31/19-6/1/19	05312019a
JEFFERSON COUNTY APP	98622	06/13/2019	85,414.03	199	E	99	6213	00	999	0	99	0	00	0	00	THIRD QUARTER PAYMENT ON 2019 ENTITY ALLOCATIONS ON JUNE 30, 2019	3RDQTRPMT
JOHNNIE ON THE SPOT	98623	06/13/2019	81.00	199	E	51	6317	00	936	0	99	0	00	0	00	MD-PORTABLE RESTROOM	163416

VENDOR	CHECK		ACCOUNT				INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER			DESCRIPTION	NUMBER
JOHNNIE ON THE SPOT	98623	06/13/2019	90.00	199 E 51 6317 00 936 0 99 0 00			MD-PORTABLE RESTROOM	164298
JOHNNY'S TOWING & RE	98749	06/20/2019	450.00	199 E 34 6315 00 937 0 99 0 00			Tow bus 115 from East Chambers ISD back to PNG ISD bus barn on 5/30/2019	20423
JOHNNY'S TOWING & RE	98848	06/27/2019	125.00	199 E 51 6315 00 937 0 99 0 00			Tow 2003 Ford Unit #110-LP#1257429 from Taft & 39th Groves to PNGISD bus garage on 6/24/19	116496
JOHNNY'S TOWING & RE	98848	06/27/2019	75.00	199 E 51 6299 00 936 0 99 0 00			TOWING FORKLIFT FROM GE STORAGE TO THE ARMORY, THEN RETURN IT TO GE STORAGE	18596
JOHNNY'S TOWING & RE	98848	06/27/2019	75.00	199 E 51 6299 00 936 0 99 0 00			TOWING FORKLIFT FROM GE STORAGE TO THE ARMORY, THEN RETURN IT TO GE STORAGE	20901
JOHNSON CONTROLS	98625	06/13/2019	1,077.41	199 E 51 6317 16 936 0 99 0 00			DW-YORK CHILLER REPAIRS	1-86587066
JOHNSON SUPPLY	98433	05/31/2019	242.84	199 E 51 6317 16 936 0 99 0 00			BLANKET ACCOUNT	05319488
JOHNSON SUPPLY	98433	05/31/2019	60.71	199 E 51 6317 16 936 0 99 0 00			BLANKET ACCOUNT	05319249
JOHNSON SUPPLY	98433	05/31/2019	2,396.00	199 E 51 6317 16 936 0 99 0 00			PNE-PORTABLE BUILDING #2-HVAC REPAIRS	05317761
JOHNSON SUPPLY	98433	05/31/2019	191.10	199 E 51 6317 16 936 0 99 0 00			PNE-PORTABLE BUILDING #2-HVAC REPAIRS	05317759
JOHNSON SUPPLY	98750	06/20/2019	455.08	199 E 51 6317 16 936 0 99 0 00			BLANKET ACCOUNT	05319727
JOHNSON SUPPLY	98750	06/20/2019	5,512.76	199 E 51 6317 16 936 0 99 0 00			WGEC-BOARD ROOM A/C REPAIRS	06107574
JOHNSON SUPPLY	98849	06/27/2019	693.01	199 E 51 6317 16 936 0 99 0 00			GMS-HVAC REPAIRS ON AIR HANDLER #2	05321374
JONES SCHOOL SUPPLY	98512	06/06/2019	52.25	199 E 11 6399 00 105 0 11 0 00			PERFECT ATTENDANCE CERTIFICATES	1698136
JUNIOR LIBRARY GUILD	98626	06/13/2019	243.52	199 E 12 6399 00 101 0 11 0 00			Subscription/Library Books	458339
JUNIOR LIBRARY GUILD	98626	06/13/2019	2,198.98	199 E 12 6329 00 101 0 11 0 00			Subscription/Library Books	458339
KARCZEWSKI BRADSHAW	98513	06/06/2019	2,418.75	199 E 41 6211 09 701 0 99 0 00			Legal Matters - April 2019	13568
KERAI, FARZANA	98627	06/13/2019	2.15	240 R 00 5751 00 001 0 00 0 00			Reimburse for senior cafe' balance	060319
KOMMERCIAL KITCHENS	98628	06/13/2019	1,024.60	240 E 35 6342 00 001 0 99 0 00			nonfood and water purchases, May 2019	0001694
KOMMERCIAL KITCHENS	98628	06/13/2019	408.75	240 E 35 6342 00 042 0 99 0 00			nonfood and water purchases, May 2019	0001694
KOMMERCIAL KITCHENS	98628	06/13/2019	171.00	240 E 35 6342 00 102 0 99 0 00			nonfood and water purchases, May 2019	0001694
KOMMERCIAL KITCHENS	98628	06/13/2019	317.25	240 E 35 6342 00 105 0 99 0 00			nonfood and water purchases,	0001694

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
KOMMERCIAL KITCHENS	98628	06/13/2019	120.00	240	E	35	6341	23	041	0	99	0	00	May 2019 nonfood and water purchases,	0001694
KOMMERCIAL KITCHENS	98628	06/13/2019	48.00	240	E	35	6341	23	042	0	99	0	00	May 2019 nonfood and water purchases,	0001694
KOMMERCIAL KITCHENS	98628	06/13/2019	32.00	240	E	35	6341	23	102	0	99	0	00	May 2019 nonfood and water purchases,	0001694
KONE INC	98629	06/13/2019	1,510.47	199	E	51	6299	00	936	0	99	0	00	BLANKET ACCOUNT	959243331
KYLE, JADA	98630	06/13/2019	5.40	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060419
KYLER COUNSELING, PL	98751	06/20/2019	630.00	199	E	31	6219	00	002	0	99	0	00	Kyler Counseling for May	79
KYLER COUNSELING, PL	98751	06/20/2019	1,925.00	199	E	31	6219	00	871	0	99	0	00	Kyler Counseling for May	79
KYOCERA DOCUMENT SOL	98435	05/31/2019	1,292.85	199	E	11	6269	00	001	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	71.43	199	E	11	6269	00	002	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	735.72	199	E	11	6269	00	041	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	735.72	199	E	11	6269	00	042	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199	E	11	6269	00	101	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199	E	11	6269	00	102	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6	69654602

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE		NUMBER			
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199 E 11 6269 00 103 0 11 0 00		TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199 E 11 6269 00 104 0 11 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199 E 11 6269 00 105 0 11 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	385.71	199 E 11 6269 00 107 0 11 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	71.43	199 E 51 6269 00 936 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	85.72	240 E 35 6269 00 938 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	85.72	199 E 41 6269 00 701 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	164.28	199 E 13 6269 00 871 0 11 0 00		16 TASKalfa 5002i B/W copiers	69654602

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE		NUMBER			
KYOCERA DOCUMENT SOL	98435	05/31/2019	64.28	199 E 36 6269 00 873 0 91 0 91		22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	
KYOCERA DOCUMENT SOL	98435	05/31/2019	107.15	199 E 41 6269 00 720 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	214.28	199 E 41 6269 00 750 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 041 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 042 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 101 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 102 0 99 0 00		16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602

VENDOR	CHECK CHECK		ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE	AMOUNT	NUMBER		
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 103 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 104 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 105 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 23 6269 00 107 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	71.43	199 E 13 6269 00 001 0 11 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	71.43	199 E 31 6269 00 001 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	78.58	199 E 34 6269 00 937 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 6/1-6/30/19	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	142.85	199 E 23 6269 00 001 0 99 0 00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers	69654602

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE		NUMBER			
KYOCERA DOCUMENT SOL	98435	05/31/2019	121.43	199 E 13	6269 00 872 0 23 0 00	6/1-6/30/19 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers	69654602
KYOCERA DOCUMENT SOL	98435	05/31/2019	85.71	199 E 12	6269 00 041 0 11 0 00	6/1-6/30/19 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers	69654602
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 001 0 99 0 00	6/1-6/30/19 food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 041 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 042 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 101 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 102 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 103 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 104 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 105 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6341 00 107 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6342 00 001 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6342 00 041 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6342 00 042 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6342 00 101 0 99 0 00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240 E 35	6342 00 102 0 99 0 00	food & nonfood deliveries April 2019	295213

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6342	00	103	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6342	00	104	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6342	00	105	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6342	00	107	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	001	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	041	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	042	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	101	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	102	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	103	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	104	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.69	240	E	35	6341	23	105	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98475	06/04/2019	1,620.73	240	E	35	6341	23	107	0	99	0	00	food & nonfood deliveries April 2019	295213
LABATT FOOD SERVICE	98515	06/06/2019	16,917.44	240	E	35	6341	00	001	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	7,164.84	240	E	35	6341	00	041	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	2,990.60	240	E	35	6341	00	042	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	3,034.03	240	E	35	6341	00	101	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	2,114.04	240	E	35	6341	00	102	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	2,152.77	240	E	35	6341	00	103	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL CAFETERIAS	052019
LABATT FOOD SERVICE	98515	06/06/2019	2,991.52	240	E	35	6341	00	104	0	99	0	00	FOOD AND NONFOOD MAY 2019 ALL	052019

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE		NUMBER			
LABATT FOOD SERVICE	98515	06/06/2019	2,189.32	240	E 35 6341 00 105 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	3,061.18	240	E 35 6341 00 107 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	629.64	240	E 35 6342 00 001 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	511.48	240	E 35 6342 00 041 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	150.30	240	E 35 6342 00 042 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	203.42	240	E 35 6342 00 101 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	60.76	240	E 35 6342 00 102 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	93.04	240	E 35 6342 00 103 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	331.80	240	E 35 6342 00 104 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	67.67	240	E 35 6342 00 105 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	150.81	240	E 35 6342 00 107 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	127.93	240	E 35 6341 93 938 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	7,100.85	240	E 35 6341 23 001 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	986.52	240	E 35 6341 23 041 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	683.16	240	E 35 6341 23 042 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	230.98	240	E 35 6341 23 103 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LABATT FOOD SERVICE	98515	06/06/2019	313.18	240	E 35 6341 23 105 0 99 0 00	CAFETERIAS	
						FOOD AND NONFOOD MAY 2019 ALL	052019
LAKESHORE LEARNING	98631	06/13/2019	173.75	499	E 11 6399 00 104 0 11 0 00	CLASSROOM SUPPLIES	3004540519
LAKESHORE LEARNING M	98436	05/31/2019	110.53	199	E 11 6399 00 104 0 11 0 00	CLASSROOM SUPPLIES-KIMBALL	2211050519
LAKESHORE LEARNING M	98436	05/31/2019	85.09	499	E 11 6399 00 104 0 11 0 00	CLASSROOM SUPPLIES-KIMBALL	2211050519
LAKESHORE LEARNING M	98436	05/31/2019	441.46	499	E 11 6399 00 107 0 11 0 00	PTA DONATION - K-	2518760519

VENDOR	CHECK CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
					KINDERGARTEN SPELLING GAMES, WORD WORK CENTER, SENTENCE ACTIVITY CENTER, SIGHT WORD SENTENCE BOARD	
LAKESHORE LEARNING M	98436	05/31/2019	333.36	199 E 11 6399 00 104 0 24 0 00	CLASSROOM SUPPLIES-DONNA COLE	2736320519
LAKESHORE LEARNING M	98436	05/31/2019	95.00	499 E 11 6399 00 104 0 11 0 00	CLASSROOM SUPPLIES-DONNA COLE	2736320519
LAMAR UNIV DEPT OF C	98634	06/13/2019	175.00	199 E 41 6411 00 720 0 99 0 00	Lamar Spring Job Fair	110218
LAMAR UNIVERSITY	98633	06/13/2019	1,500.00	199 E 11 6399 00 001 0 11 0 00	LIVE STREAMING	060619
LAMAR UNIVERSITY MON	98635	06/13/2019	2,950.00	199 E 11 6399 00 001 0 11 0 00	RENT FOR GRADUATION	060619A
LAMAR UNIVERSITY POL	98632	06/13/2019	2,639.73	199 E 11 6399 00 001 0 11 0 00	SECURITY	053019
LEARNING ZONE	98437	05/31/2019	132.38	499 E 11 6399 00 107 0 11 0 00	PTA DONATION - K- SPELLING GAMES, WORD SENTENCE BUILDERS, RHYMING GAMES	1260930
LEBLANC, VICTORIA	98480	06/04/2019	319.96	199 E 13 6411 00 041 0 11 0 00	Hotel=\$319.96, Bard and Breakfast in Kilgore, TX on 6/27/19-7/1/19	06272019a
LEE, CHRISTOPHER	98636	06/13/2019	9.55	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
LERNER PUBLISHING C/	98438	05/31/2019	629.20	199 E 12 6329 00 041 0 11 0 00	Series of different books for the library	1320817
LERNER PUBLISHING C/	98637	06/17/2019	-13.49	199 E 12 6329 00 041 0 11 0 00	Series of different books for the library	1325527
LERNER PUBLISHING C/	98637	06/13/2019	13.49	199 E 12 6329 00 041 0 11 0 00	Series of different books for the library	1325527
LERNER PUBLISHING GR	98709	06/17/2019	13.49	199 E 12 6329 00 041 0 11 0 00	Series of different books for the library	1325527
LERNER PUBLISHING GR	98752	06/20/2019	19.99	199 E 12 6329 00 041 0 11 0 00	Series of different books for the library	1325946
LINA	31788	06/25/2019	13.93	863 L 00 2159 00 000 0 00 0 00	Payroll accrual	20190625AD
LOWE'S	98516	06/06/2019	39.40	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT	01923
LOWE'S	98639	06/13/2019	22.76	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT	02136
MACKIN BOOK COMPANY	98439	05/31/2019	365.97	199 E 12 6329 00 102 0 11 0 00	Biographies	580839
MACKIN BOOK COMPANY	98439	05/31/2019	384.27	199 E 11 6325 00 041 0 11 0 00	List of Student Requested books	580070
MACKIN BOOK COMPANY	98439	05/31/2019	114.28	199 E 12 6399 00 107 0 11 0 00	Library books	580280
MACKIN BOOK COMPANY	98439	05/31/2019	392.05	199 E 12 6329 00 107 0 11 0 00	Library books	580280
MACKIN BOOK COMPANY	98640	06/13/2019	40.64	199 E 12 6329 00 041 0 11 0 00	Books for reluctant readers	582605
MACKIN BOOK COMPANY	98640	06/13/2019	196.13	199 E 12 6329 00 041 0 11 0 00	Books for reluctant readers	583918
MACKIN BOOK COMPANY	98640	06/13/2019	58.95	199 E 12 6399 00 107 0 11 0 00	Library books	582610

VENDOR	CHECK CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
MACKIN BOOK COMPANY	98640	06/13/2019	202.20	199 E 12 6329 00 107 0 11 0 00	Library books	582610
MACKIN BOOK COMPANY	98850	06/27/2019	66.26	199 E 12 6399 00 107 0 11 0 00	Library books	584660
MACKIN BOOK COMPANY	98850	06/27/2019	66.26	199 E 12 6329 00 107 0 11 0 00	Library books	584660
MARKET BASKET #17	98643	06/13/2019	80.15	240 E 35 6342 00 001 0 99 0 00	Food, nonfood purchases, open purchase order	1905130004
MARKET BASKET #17	98643	06/13/2019	81.96	240 E 35 6342 00 001 0 99 0 00	Food, nonfood purchases, open purchase order	1905130011
MARKET BASKET #17	98643	06/13/2019	47.65	240 E 35 6342 00 001 0 99 0 00	Food, nonfood purchases, open purchase order	1905230003
MARKET BASKET #17	98643	06/13/2019	10.18	199 E 11 6399 00 001 0 11 0 00	PURCHASES FOR SKILLS CLASS	1905070004
MARKET BASKET #17	98643	06/13/2019	6.38	199 E 11 6399 00 001 0 11 0 00	PURCHASES FOR SKILLS CLASS	1905220002
MARKET BASKET #17	98643	06/13/2019	4.76	199 E 41 6499 00 702 0 99 0 00	drinks for May 16, 2019 called board meeting (lunch)	1905150015
MARKET BASKET #17	98643	06/13/2019	30.89	199 E 41 6499 00 701 0 99 0 00	refreshments for staff meeting (May 21, 2019)	1905210004
MARKET BASKET #17	98643	06/13/2019	47.61	199 E 11 6399 60 001 0 31 0 00	OPEN PO	1904220023
MARKET BASKET #17	98643	06/13/2019	49.34	199 E 11 6399 00 101 0 23 0 00	groceries and supplies for LIFE Skills	1905030008
MARKET BASKET #17	98643	06/13/2019	9.03	199 E 11 6399 00 101 0 23 0 00	groceries and supplies for LIFE Skills	1905210018
MARKET BASKET #17	98643	06/13/2019	0.55	199 E 11 6399 00 101 0 23 0 00	groceries and supplies for LIFE Skills	1905220004
MARKET BASKET #17	98643	06/13/2019	59.28	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT FOR BREAKROOM SUPPLIES, ETC.	1905100009
MARKET BASKET #17	98643	06/13/2019	4.99	199 E 41 6498 00 750 0 99 0 00	Bottled waters for RFQ Interviews	050619
MARSH, GREG	98645	06/13/2019	31.45	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
MARSH, SR, DARRELL	98644	06/13/2019	16.35	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060419
MATERA PAPER COMPANY	98440	05/31/2019	592.33	199 E 51 6316 00 699 0 99 0 00	summer school janitorial supplies	H439858
MATERA PAPER COMPANY	98517	06/06/2019	22.00	199 E 51 6316 00 041 0 99 0 00	Janitorial Supplies	H439866A
MATERA PAPER COMPANY	98517	06/06/2019	3,631.79	199 E 51 6316 00 041 0 99 0 00	Janitorial Supplies	H439866
MATERA PAPER COMPANY	98517	06/06/2019	893.60	199 E 51 6316 00 041 0 99 0 00	Janitorial supplies	H429927
MATERA PAPER COMPANY	98646	06/13/2019	322.01	199 E 51 6316 00 001 0 99 0 00	CUSTODIAL SUPPLIES	H442202
MATERA PAPER COMPANY	98646	06/13/2019	582.00	199 E 51 6316 00 001 0 99 0 00	CUSTODIAL SUPPLIES	H441928
MATERA PAPER COMPANY	98646	06/13/2019	742.08	199 E 51 6316 00 001 0 99 0 00	CUSTODIAL SUPPLIES	H441279
MATERA PAPER COMPANY	98646	06/13/2019	-21.56	199 E 51 6316 00 001 0 99 0 00	CUSTODIAL SUPPLIES	H437959

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
MATERA PAPER COMPANY	98646	06/13/2019	341.90	199	E	51	6316	00	001	0	99	0	00	CUSTODIAL SUPPLIES	H435939A
MATERA PAPER COMPANY	98755	06/20/2019	612.74	199	E	51	6316	00	935	0	99	0	00	ADMINISTRATION	H440451
MATERA PAPER COMPANY	98755	06/20/2019	599.58	199	E	51	6316	00	871	0	99	0	00	BLDG--JANITORIAL SUPPLIES QUOTE QH17558	H440452
MATERA PAPER COMPANY	98755	06/20/2019	860.50	199	E	51	6316	00	105	0	99	0	00	WGEC--JANITORIAL SUPPLIES QUOTE QH17559	H440453
MATERA PAPER COMPANY	98755	06/20/2019	1,264.60	199	E	51	6316	00	107	0	99	0	00	VB--JANITORIAL SUPPLIES QUOTE QH17557	H440454
MATERA PAPER COMPANY	98755	06/20/2019	1,473.20	199	E	51	6316	00	103	0	99	0	00	WC--JANITORIAL SUPPLIES QUOTE QH17560	H444686
MATERA PAPER COMPANY	98755	06/20/2019	76.16	199	E	51	6317	00	936	0	99	0	00	RW--CUSTODIAL SUPPLIES QUOTE QH17817	H442606
MATERA PAPER COMPANY	98755	06/20/2019	44.39	199	E	51	6316	00	107	0	99	0	00	MD--TRASH BAGS FOR DISTRICT QUOTE QH17853	H443026
MATERA PAPER COMPANY	98755	06/20/2019	78.04	199	E	51	6316	00	935	0	99	0	00	WC--CUSTODIAL SUPPLIES QUOTE #QH17818	H443946
MATERA PAPER COMPANY	98755	06/20/2019	34.13	199	E	51	6317	00	936	0	99	0	00	ADMIN--CUSTODIAL SUPPLIES	H444798
MATERA PAPER COMPANY	98755	06/20/2019	286.24	199	E	51	6317	00	936	0	99	0	00	MD--BAGS FOR ICE	H444796
MATERA PAPER COMPANY	98755	06/20/2019	528.75	199	E	51	6316	00	699	0	99	0	00	ALL ELEMENTARIES AND MIDDLE SCHOOLS--CUSTODIAL SUPPLIES	H444799
MATERA PAPER COMPANY	98755	06/20/2019	554.48	199	E	51	6639	00	936	0	99	0	00	PNE, WGEC--SUMMER SCHOOL CUSTODIAL SUPPLIES QUOTE QH17902	H440111
MATERA PAPER COMPANY	98755	06/20/2019	605.10	199	E	51	6316	00	104	0	99	0	00	HS--FLOOR CLEANING MACHINE QUOTE QH17504	H439794
MATERA PAPER COMPANY	98851	06/27/2019	285.31	199	E	51	6316	00	107	0	99	0	00	TAFT--JANITORIAL SUPPLIES QUOTE 17280	H430796
MATERA PAPER COMPANY	98851	06/27/2019	431.74	199	E	51	6316	00	104	0	99	0	00	WC--JANITORIAL SUPPLIES QUOTE QH16522	H430778
MATERA PAPER COMPANY	98851	06/27/2019	456.24	199	E	51	6317	00	936	0	99	0	00	TAFT--JANITORIAL SUPPLIES QUOTE QH16509	H445784
MATERA PAPER COMPANY	98851	06/27/2019	151.12	199	E	51	6316	00	002	0	99	0	00	MD--CLEANING AND RESTROOM SUPPLIES SALES ORDER: H445784	H444795
MEDIA SUPPORT GROUP,	98441	05/31/2019	33,500.00	199	E	36	6639	00	873	0	91	0	91	ALTERNATIVE CAMPUS--CUSTODIAL SUPPLIES QUOTE QH17815	11408A
MOORE, ANGELA	98647	06/13/2019	10.65	240	R	00	5751	00	001	0	00	0	00	Gold video production package for Football field Jumbotron per quote dated 3/15/19	060319
														Reimburse for senior cafe'	

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
						balance	
NATIONAL BENEFIT SER	201800038	06/25/2019	18,931.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	268.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	2,345.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	1,650.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	2,145.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	50.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	2,179.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	1,585.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	1,975.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	650.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	210.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	500.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	1,750.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL BENEFIT SER	201800038	06/25/2019	300.00	863 L 00 2159 00 000 0 00 0 09		Payroll accrual	20190625AD
NATIONAL NETWORKS, L	98648	06/13/2019	5,998.08	199 E 11 6399 53 874 0 11 0 00		Sophos network renewal	176649
NATIONAL NETWORKS, L	98648	06/13/2019	338.00	199 E 11 6399 53 874 0 11 0 00		Sophos renewal	176654
NATIONAL NETWORKS, L	98756	06/20/2019	222.75	199 E 11 6249 00 874 0 11 0 00		install phone	176708
NEDERLAND ISD	98649	06/13/2019	260.00	199 E 36 6499 49 873 0 91 0 91		baseball officials 5/18	060519
NICHOLS, CLINT	98518	06/06/2019	200.00	199 E 52 6219 02 877 0 99 0 00		WORKED SECURITY FOR GRADUATION	053019
NORTH SHORE SUPPLY C	98650	06/13/2019	771.60	199 E 11 6399 00 870 0 22 0 00		NORTH SHORE STEEL ORDER FOR BUILDING WELDING BOOTHS - GORDON	1335871
NUNEZ, CLINE	98651	06/13/2019	2.80	240 R 00 5751 00 001 0 00 0 00		Reimburse for senior cafe' balance	060319
O'REILLY AUTO PARTS	98652	06/13/2019	599.95	199 E 51 6317 00 936 0 99 0 00		HS AUTO SHOP LIGHTS	0443-33724
OCCUPATIONAL MEDICAL	98520	06/06/2019	168.00	199 E 34 6219 00 937 0 99 0 00		DOT physicals-William Christopherson/Theresa Willard/Spikes Sturdivant/Linda Tidwell	00026104-0
OCCUPATIONAL MEDICAL	98520	06/06/2019	103.00	199 E 34 6219 00 937 0 99 0 00		DOT physicals-William Christopherson/Theresa Willard/Spikes Sturdivant/Linda Tidwell	00025531-0
OCCUPATIONAL MEDICAL	98520	06/06/2019	65.00	199 E 34 6219 00 937 0 99 0 00		DOT physicals-William Christopherson/Theresa Willard/Spikes Sturdivant/Linda Tidwell	00023091-1

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
OCCUPATIONAL MEDICAL	98757	06/20/2019	130.00	199	E	34	6219	00	937	0	99	0	00	DOT physicals for 2019-2020 school year-Michael Arnaud/Kane Segura	00029707-0
OCCUPATIONAL MEDICAL	98852	06/27/2019	845.00	199	E	34	6219	00	937	0	99	0	00	DOT physicals for the school year 2019-20 Jeff Cooley/Ferry Griffin/Kathran LeBlanc/Robert Nobles/Brain Richardson/Gerstle Sturdivant Joanny Suarez/James Sweetenham/Judith Taylor/Christopher Thomas/Esther Thomas/ Janet Wallace/Theresa Willard	00030354-0
OCEGUERA, JOSE	98653	06/13/2019	3.95	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
OFFICE DEPOT	98758	06/20/2019	322.99	199	E	51	6317	00	936	0	99	0	00	MD-OFFICE CHAIR FOR MR. BERGERON	3194107910
OFFICE DEPOT	98758	06/20/2019	532.26	199	E	51	6317	00	936	0	99	0	00	MD-OFFICE SUPPLIES	3287069500
OFFICE DEPOT	98758	06/20/2019	49.05	199	E	51	6317	00	936	0	99	0	00	MD-PRINTS FOR NEW ADMINISTRATION BUILDING MD-OFFICE SUPPLIES	3246086710
OFFICE DEPOT	98758	06/20/2019	17.95	199	E	51	6317	00	936	0	99	0	00	MD-PRINTS FOR NEW ADMINISTRATION BUILDING MD-OFFICE SUPPLIES	3246086700
OLMSTED-KIRK PAPER C	98654	06/13/2019	205.92	199	E	11	6399	00	870	0	22	0	00	PAPER ORDER FOR GRADUATION PROGRAMS (WILL BE REIMBURSED FOR COST OF PAPER)- PRINTING & IMAGING SIAU	4252831
OLMSTED-KIRK PAPER C	98759	06/20/2019	169.20	199	E	11	6399	00	870	0	22	0	00	PAPER FOR DISTRICT CALENDAR - WE WILL BE REIMBURSED - SIAU	4257563
PAX SUPPLY	98521	06/06/2019	41.00	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	39875
PAX SUPPLY	98760	06/20/2019	62.36	199	E	51	6317	16	936	0	99	0	00	BLANKET ACCOUNT	39923
PAX SUPPLY	98760	06/20/2019	12.75	199	E	51	6317	16	936	0	99	0	00	RW-MUSIC ROOM HVAC REPAIRS	40071
PEAP	98442	05/31/2019	226.00	199	E	11	6399	00	102	0	11	0	00	AWARDS	431452
PENT, EDWARD	98655	06/13/2019	8.40	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
PERRY, JR, ROBERT	98656	06/13/2019	13.50	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
PIEKENBROCK, STEPHEN	98657	06/13/2019	319.45	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe'	060319

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
PIONEER MFG	98761	06/20/2019	1,922.04	199 E 51 6317 00 936 0 99 0 00		balance	
PITMAN, KENT	98658	06/13/2019	13.30	240 R 00 5751 00 001 0 00 0 00		HS-INSTALLING FENCE AROUND DUMPSTER	INV721324
PITNEY BOWES INC.	98762	06/20/2019	407.67	199 E 41 6399 26 750 0 99 0 00		Reimburse for senior cafe'	060319
PITRE, ADAM	98659	06/13/2019	80.35	240 R 00 5751 00 001 0 00 0 00		balance	
PIZZA INN #583	98763	06/20/2019	125.90	199 E 34 6399 00 937 0 99 0 00		monthly charges & supplies-Open PO	3308552054
PNGISD - VERIZON REI	31779	06/25/2019	1,177.69	863 L 00 2159 48 000 0 00 0 00		Reimburse for senior cafe'	060319
POMPA, SANTA	98660	06/13/2019	3.30	240 R 00 5751 00 001 0 00 0 00		balance	
PORT ARTHUR NEWS	98764	06/20/2019	179.00	199 E 13 6491 00 871 0 11 0 00		Bus transportation	5145889
PORT ARTHUR, CITY OF	98523	06/06/2019	732.65	199 E 51 6259 10 936 0 99 0 00		appreciation week 3-all meat/2-boudain/3-bacon/2-sausa ge	
PORT NECHES, CITY OF	98443	05/31/2019	466.82	199 E 51 6259 10 936 0 99 0 00		Payroll accrual	20190625AD
PORT NECHES, CITY OF	98524	06/06/2019	3,221.95	199 E 51 6259 10 936 0 99 0 00		Reimburse for senior cafe'	060319c
PORT NECHES, CITY OF	98765	06/20/2019	887.32	199 E 51 6259 10 936 0 99 0 00		balance	
PORT NECHES, CITY OF	98853	06/27/2019	422.20	199 E 51 6259 10 936 0 99 0 00		Public Notice for PNP Notification of 2019-2020 Federal Funding Planning	89137/0519
PORT NECHES-GROVES C	98444	05/31/2019	10.00	199 E 31 6399 00 001 0 99 0 00		Water Utilities, Acct. #51951-89776, 04/08/19-05/23/19	05/23-04/0
PORT NECHES-GROVES C	98444	05/31/2019	10.00	199 E 31 6399 00 001 0 99 0 00		WATER UTILITIES, 04/05/19-05/06/19	050619
PORT NECHES-GROVES C	98444	05/31/2019	10.00	199 E 31 6399 00 001 0 99 0 00		WATER UTILITIES, 04/15/19-05/15/19	04/15-05/1
PORT NECHES-GROVES C	98444	05/31/2019	10.00	199 E 31 6399 00 001 0 99 0 00		WATER UTILITIES, 04/25/19-05/24/19	060719
PORT NECHES-GROVES C	98444	05/31/2019	10.00	199 E 31 6399 00 001 0 99 0 00		WATER UTILITIES, 05/06/19-06/05/19	05/06-06/0
PORT NECHES-GROVES C	98525	06/17/2019	-10.00	199 E 11 6399 60 001 0 31 0 00		BUSINESS CARDS	002A
PORT NECHES-GROVES C	98525	06/06/2019	10.00	199 E 11 6399 60 001 0 31 0 00		BUSINESS CARDS	003A
PORT NECHES-GROVES C	98661	06/13/2019	25.00	240 E 35 6399 00 938 0 99 0 00		BUSINESS CARDS	004A
PORT NECHES-GROVES C	98663	06/13/2019	20.00	199 E 31 6399 00 001 0 99 0 00		BUSINESS CARDS	005A
						Business Cards-Werkheiser	006A
						Business Cards-Werkheiser	001A
						BUSINESS CARDS	001A
						BUSINESS CARDS	016
						BUSINESS CARDS	014

VENDOR	CHECK CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER					DESCRIPTION	NUMBER	
PORT NECHES-GROVES I	31780	06/25/2019	29.87	863 L 00 2159 00 000 0 00 0 00					Payroll accrual	20190625AD	
PORT NECHES-GROVES I	98662	06/13/2019	10.00	199 E 13 6399 00 871 0 11 0 00					Business Cards for Dr. Duhon	015	
PORT NECHES-GROVES I	98522	06/06/2019	202.44	199 E 41 6499 00 701 0 99 0 00					Refreshments for Service	051319	
									Awards/Retiree reception May 13, 2019		
POWELL & LEON LLP	98445	05/31/2019	1,479.00	199 E 41 6211 09 701 0 99 0 00					legal services for March 2019 (invoice # 23477 & 23478)	23478	
									Special Ed & General Matters		
POWELL & LEON LLP	98445	05/31/2019	2,075.80	199 E 41 6211 09 701 0 99 0 00					legal services for March 2019 (invoice # 23477 & 23478)	23477	
									Special Ed & General Matters		
POWELL, YOUNGBLOOD &	98446	05/31/2019	3,292.00	199 E 41 6211 09 701 0 99 0 00					legal services for April 2019 (invoice #264)	264	
POWERS, THALIA	98664	06/13/2019	15.60	240 R 00 5751 00 001 0 00 0 00					Reimburse for senior cafe' balance	060319	
PRO CHEM INC.	98447	05/31/2019	230.82	199 E 34 6315 00 937 0 23 0 00					Shop supplies	43541	
PRO CHEM INC.	98447	05/31/2019	230.82	199 E 34 6315 00 937 0 99 0 00					Shop supplies	43541	
PRO CHEM INC.	98447	05/31/2019	307.77	199 E 51 6315 00 937 0 99 0 00					Shop supplies	43541	
PRO CHEM INC.	98766	06/20/2019	167.92	199 E 51 6317 00 936 0 99 0 00					DW-GLOVES	43983	
PRO-ED, INC.	98665	06/13/2019	751.30	199 E 11 6399 00 872 0 23 0 00					Pro-Ed .. PCI Reading Program Level One: Complete Print Kit .. Maisie Benoit @ WC ..	2775784	
PURCHASE POWER / PIT	98767	06/20/2019	51.20	199 E 41 6399 26 750 0 99 0 00					Postage tape for Pitney Bowes Machine	1013154934	
PURCHASE POWER / PIT	98854	06/27/2019	613.32	199 E 41 6399 26 750 0 99 0 00					POSTAGE - Refill Postage Meter 06/06/19	10610939	
QUALITY HARDWOOD FLO	98768	06/20/2019	6,811.00	199 E 51 6299 00 936 0 99 0 00					HS COMP, GMS BOYS', PNMS BOYS' GYM FLOOR REPAIRS	6823	
QUEBODEAUX, KERRI	98666	06/13/2019	4.30	240 R 00 5751 00 001 0 00 0 00					Reimburse for senior cafe' balance	060319	
QUILL LLC	98526	06/06/2019	161.81	199 E 41 6399 00 720 0 99 0 00					Office supplies for new hires	7417194	
R C SERVICES	98528	06/06/2019	221.68	199 E 51 6317 17 936 0 99 0 00					HS-OLD GYM-STORAGE TANK BOILER REPAIRS	79337	
R C SERVICES	98769	06/20/2019	42.89	199 E 51 6317 18 936 0 99 0 00					HS-BASEBALL FIELD STORAGE BUILDING	79663	
R C SERVICES	98769	06/20/2019	294.08	199 E 51 6317 00 936 0 99 0 00					HS-INSTALLING FENCE AROUND DUMPSTER	79540	
R C SERVICES	98769	06/20/2019	59.65	199 E 51 6317 00 936 0 99 0 00					HS-INSTALLING FENCE AROUND	79678	

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE NUMBER</u>
RAMSEY SOLUTIONS	98855	06/27/2019	13,529.20	410 E 11 6321 00 999 0 11 0 00	DUMPSTER High School Curriculum - "Foundations in Personal Finance" for Financial Literacy Class	7516613
RAMSHUR, STEPHANIE	98527	06/06/2019	752.10	199 E 13 6419 10 872 0 23 0 00	Stephanie Ramshur .. Travel Expense to visit Ryan Ramshur @ Bayes Achievement Center, Inc .. Spring Semester 2019 ..	051619
REGION 5 ESC	98449	05/31/2019	2,123.00	240 E 35 6299 00 938 0 99 0 00	food service co-op fees 1/2 year coop service fee, 2nd half of fee (final bill for 18-19)	074207
REGION 5 ESC	98449	05/31/2019	50.00	199 E 13 6411 00 104 0 11 0 00	SPED TRAINING AT REGION 5-GREENWAY AND DAVIS	074240
REGION 5 ESC	98449	05/31/2019	50.00	199 E 13 6411 00 104 0 11 0 00	SPED TRAINING AT REGION 5-GREENWAY AND DAVIS	074241
REGION 5 ESC	98449	05/31/2019	10.00	199 E 13 6411 00 871 0 25 0 00	Bilingual/ESL Coordinators Meetings	074145
REGION 5 ESC	98449	05/31/2019	500.00	199 E 13 6299 00 871 0 11 0 00	Professional Development for New ELAR Standards for Middle School	074170
REGION 5 ESC	98449	05/31/2019	650.00	199 E 41 6411 00 701 0 99 0 00	ESC 5 2019 Superintendents' Technology Conference	074224
REGION 5 ESC	98449	05/31/2019	50.00	199 E 13 6411 00 111 0 32 0 00	Registration Fee for Teacher Conference	074126
REGION 5 ESC	98449	05/31/2019	2,834.00	199 E 11 6399 53 874 0 11 0 00	Mozy Pro	069806
REGION 5 ESC	98529	06/06/2019	1,000.00	199 E 41 6219 15 701 0 99 0 00	Field Service Co-Op 2018-19	074275
REGION 5 ESC	98529	06/06/2019	125.00	199 E 33 6411 00 111 0 99 0 00	Registration Fee for Nursing Conference	073200
REGION 5 ESC	98668	06/13/2019	125.00	199 E 13 6411 00 101 0 11 0 00	training	074477
REGION 5 ESC	98668	06/13/2019	125.00	199 E 13 6411 00 101 0 11 0 00	training	074478
REGION 5 ESC	98668	06/13/2019	120.00	199 E 36 6412 52 001 0 99 0 00	REGISTRATION FEES	074457
REGION 5 ESC	98668	06/13/2019	20.00	199 E 11 6399 00 872 0 23 0 00	Region 5 Spring Fling 2019 .. May 15, 2019 .. GMS .. Life Skills class ..	074458
REGION 5 ESC	98668	06/13/2019	25.00	199 E 11 6399 00 872 0 23 0 00	Region 5 Spring Fling 2019 .. May 15, 2019 .. GMS .. Life	074456

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
REGION 5 ESC	98781	06/20/2019	125.00	199 E 13 6411 00 871 0 25 0 00		Skills class ..	
REGION 5 ESC	98781	06/20/2019	65.00	199 E 13 6411 00 871 0 11 0 00		ESL Workshop for K. Abshire	074479
REGION 5 ESC	98781	06/20/2019	3,200.00	199 E 13 6299 00 871 0 11 0 00		Region 5 ELAR TEKS Planning	074879
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Principal Development Project	074470
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074670
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074671
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074672
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074673
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074674
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074675
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074676
REGION 5 ESC	98781	06/20/2019	145.00	263 E 13 6411 00 999 9 25 0 00		Region 5 Workshop for District ESL Specialists	074677
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00		8 hour bus recertification class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	074771
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00		8 hour bus recertification class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	074775
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00		8 hour bus recertification class-June 11, 2019-#263063	074767

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE NUMBER</u>
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor 8 hour bus recertification class-June 11, 2019-#263063	074774
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor 8 hour bus recertification class-June 11, 2019-#263063	074778
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor 8 hour bus recertification class-June 11, 2019-#263063	074776
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor 8 hour bus recertification class-June 11, 2019-#263063	074772
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor 8 hour bus recertification	074777

<u>VENDOR</u>	<u>CHECK NUMBER</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE NUMBER</u>
					class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	8 hour bus recertification	074770
					class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	8 hour bus recertification	074773
					class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	8 hour bus recertification	074768
					class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	
REGION 5 ESC	98781	06/20/2019	55.00	199 E 34 6239 00 937 0 99 0 00	8 hour bus recertification	074769
					class-June 11, 2019-#263063 Lauren Austin/Aimee Bates/Aaron Begnaud/Taylor Byrd Ann Fondren/Mona Phillips/Kyler Segura/Robert Smith Spikes Sturdivant/Judy Taylor	

VENDOR	CHECK CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
REGION 5 ESC	98856	06/27/2019	500.00	199 E 13 6411 00 871 0 11 0 00						Dyslexia Training for Dyslexia Specialists	075066
REGION 5 ESC	98856	06/27/2019	500.00	199 E 13 6411 00 871 0 11 0 00						Dyslexia Training for Dyslexia Specialists	075067
REGION IV EDUCATION	98770	06/20/2019	100.00	199 E 11 6321 60 001 0 31 0 00						Region 4 504 workshop-Solis	12332772
REGION IV EDUCATION	98770	06/20/2019	35.00	199 E 11 6321 60 001 0 31 0 00						Region 4 504 workshop-Solis	13780071
REPUBLIC SERVICES #8	98669	06/13/2019	149.30	199 E 51 6299 00 936 0 99 0 00						BLANKET ACCOUNT	0862-00083
RILEY, ROBERT	98530	06/06/2019	360.00	199 E 52 6219 02 877 0 99 0 00						WORKED SECURITY FOR PROJECT GRADUATION AND GRADUATION	053019
RILEY, ROBERT	98530	06/06/2019	200.00	199 E 52 6219 02 877 0 99 0 00						WORKED SECURITY FOR PROJECT GRADUATION AND GRADUATION	053019
RITTER LUMBER	98450	05/31/2019	285.09	199 E 11 6399 00 870 0 22 0 00						RITTER PURCHASE FOR PAINT & SUPPLIES FOR AUTO SHOP CABINETS - GUERRERO	1905-82638
RITTER LUMBER	98450	05/31/2019	30.50	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1905-81853
RITTER LUMBER	98531	06/06/2019	278.00	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1905-83025
RITTER LUMBER	98531	06/06/2019	63.96	199 E 51 6317 18 936 0 99 0 00						BLANKET ACCOUNT	1905-82745
RITTER LUMBER	98553	06/10/2019	38.90	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-73501
RITTER LUMBER	98553	06/10/2019	41.16	199 E 51 6317 18 936 0 99 0 00						BLANKET ACCOUNT	1903-73696
RITTER LUMBER	98553	06/10/2019	22.98	199 E 51 6317 18 936 0 99 0 00						BLANKET ACCOUNT	1903-73695
RITTER LUMBER	98553	06/10/2019	6.37	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-76475
RITTER LUMBER	98553	06/10/2019	14.97	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-76466
RITTER LUMBER	98553	06/10/2019	72.95	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-76302
RITTER LUMBER	98553	06/10/2019	16.97	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-75915
RITTER LUMBER	98553	06/10/2019	60.75	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1904-80240
RITTER LUMBER	98553	06/10/2019	101.25	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1904-80470
RITTER LUMBER	98671	06/13/2019	665.33	199 E 11 6399 00 870 0 22 0 00						RITTER LUMBER ORDER FOR BUILDING WELDING BOOTHS - GORDON	1905848003
RITTER LUMBER	98671	06/13/2019	38.67	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1904-77915
RITTER LUMBER	98671	06/13/2019	38.90	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-73682
RITTER LUMBER	98671	06/13/2019	136.62	199 E 51 6317 18 936 0 99 0 00						BLANKET ACCOUNT	1904-80676
RITTER LUMBER	98671	06/13/2019	18.95	199 E 11 6399 00 870 0 22 0 00						RITTER LUMBER ORDER FOR BUILDING WELDING BOOTHS - GORDON	1906-86834
RITTER LUMBER	98671	06/13/2019	50.95	199 E 11 6399 00 870 0 22 0 00						BLANKET PO FOR SUPPLIES TO BUILD WELDING BOOTHS - GORDON	1906-86830
RITTER LUMBER	98784	06/20/2019	11.97	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1903-76131
RITTER LUMBER	98784	06/20/2019	37.20	199 E 51 6317 18 936 0 99 0 00						BLANKET ACCOUNT	1905-84460

VENDOR	CHECK		AMOUNT	ACCOUNT							INVOICE DESCRIPTION	INVOICE NUMBER			
	NUMBER	DATE		NUMBER											
RITTER LUMBER	98784	06/20/2019	-41.50	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83666
RITTER LUMBER	98784	06/20/2019	33.56	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-85816
RITTER LUMBER	98784	06/20/2019	68.94	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83154
RITTER LUMBER	98784	06/20/2019	6.78	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83906
RITTER LUMBER	98784	06/20/2019	11.98	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-84199
RITTER LUMBER	98784	06/20/2019	397.60	199	E	51	6639	00	936	0	99	0	00	HS AUDITORIUM-INSTALLING SOUND PANELS	1905-82522
RITTER LUMBER	98784	06/20/2019	17.99	199	E	51	6317	00	936	0	99	0	00	MD-GRASS CREW SUPPLIES	1906-86353
RITTER LUMBER	98784	06/20/2019	7.01	199	E	51	6317	18	936	0	99	0	00	HS-BASEBALL FIELD STORAGE BUILDING	1905-86044
RITTER LUMBER	98784	06/20/2019	123.06	199	E	51	6317	00	936	0	99	0	00	HS-MATERIALS FOR FENCE AROUND DUMPSTER MD-GRASS CREW SUPPLIES	1906-86577
RITTER LUMBER	98784	06/20/2019	204.99	199	E	51	6639	00	936	0	99	0	00	HS FIELDHOUSE-PRESSURE WASHER	1905-84776
RITTER LUMBER	98784	06/20/2019	28.55	199	E	51	6317	18	936	0	99	0	00	GMS-BUILDING GIRL'S ATHLETIC LOCKERS	1906-87634
RITTER LUMBER	98858	06/27/2019	627.95	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83656
RITTER LUMBER	98858	06/27/2019	97.93	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83864
RITTER LUMBER	98858	06/27/2019	20.69	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83868
RITTER LUMBER	98858	06/27/2019	111.87	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-83840
RITTER LUMBER	98858	06/27/2019	50.54	199	E	51	6317	18	936	0	99	0	00	BLANKET ACCOUNT	1905-84766
RITTER LUMBER	98858	06/27/2019	7.56	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	1905-85814
RITTER LUMBER	98858	06/27/2019	1.13	199	E	51	6317	17	936	0	99	0	00	BLANKET ACCOUNT	1905-85814
RITTER LUMBER	98858	06/27/2019	5.67	199	E	51	6317	18	936	0	99	0	00	BLANKET ACCOUNT	1905-85814
RITTER LUMBER	98858	06/27/2019	204.99	199	E	51	6639	00	936	0	99	0	00	TAFT-PRESSURE WASHER	1906-88780
ROBBINS ROYCE	98859	06/27/2019	80.00	199	E	51	6411	00	936	0	99	0	00	ROYCE ROBBINS - ELECTRICIAN TDLR CONTINUING EDUCATION CLASS & LICENSE RENEWAL	061919
ROBERTSON, DONNA	98451	05/31/2019	21.84	199	E	13	6399	00	872	0	23	0	00	Donna Robertson .. Target: purchase of "Academic Planners" for office use .. Misty Higgins & Donna Robertson	052019
ROESSLER EQUIPMENT C	98785	06/20/2019	440.00	199	E	51	6317	16	936	0	99	0	00	pne-hvac repairs	72248
ROGERS, MIKE	98672	06/13/2019	12.25	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
RON TURLEY ASSOCIATE	98673	06/13/2019	170.00	199	E	34	6315	00	937	0	23	0	00	Annual maintenance Agreement (Software updated)	55253
RON TURLEY ASSOCIATE	98673	06/13/2019	255.00	199	E	34	6315	00	937	0	99	0	00	Annual maintenance Agreement	55253

VENDOR	CHECK NUMBER	CHECK DATE	AMOUNT	ACCOUNT NUMBER	INVOICE DESCRIPTION	INVOICE NUMBER
RON TURLEY ASSOCIATE	98673	06/13/2019	425.00	199 E 51 6315 00 937 0 99 0 00	(Software updated) Annual maintenance Agreement	55253
RUTTY, CHAD	98674	06/13/2019	31.05	240 R 00 5751 00 001 0 00 0 00	(Software updated) Reimburse for senior cafe' balance	060319
S & S SPRINKLER COMP	98786	06/20/2019	80.00	199 E 51 6317 00 936 0 99 0 00	PNE-ALARM REPAIRS	058778
S & S SPRINKLER COMP	98786	06/20/2019	137.00	199 E 51 6317 00 936 0 99 0 00	DW-OUTDOOR HORN STROBE	058892
S & S SPRINKLER COMP	98786	06/20/2019	98.22	199 E 51 6317 00 936 0 99 0 00	HS-FB STADIUM-FIRE ALARM REPAIRS	058893
SAFETY KLEEN SYSTEMS	98452	05/31/2019	98.74	199 E 34 6315 00 937 0 23 0 00	Parts washer	79783090-1
SAFETY KLEEN SYSTEMS	98452	05/31/2019	98.74	199 E 34 6315 00 937 0 99 0 00	Parts washer	79783090-1
SAFETY KLEEN SYSTEMS	98452	05/31/2019	101.73	199 E 51 6315 00 937 0 99 0 00	Parts washer	79783090-1
SAMARITANS COUNSELIN	98860	06/27/2019	204.00	199 E 31 6219 00 871 0 99 0 00	Samaritan Counseling for May	PNGISD MAY
SANITARY SUPPLY CO,	98788	06/20/2019	305.60	199 E 51 6316 00 935 0 99 0 00	ADMIN-CUSTODIAL SUPPLIES QUOTE 6507	291559
SANITARY SUPPLY CO,	98788	06/20/2019	150.90	199 E 51 6316 00 104 0 99 0 00	TAFT-CUSTODIAL SUPPLIES QUOTE 6634	293169
SANITARY SUPPLY CO,	98788	06/20/2019	12.89	199 E 51 6639 00 936 0 99 0 00	GE-CARPET CLEANER PARTS	289141
SANITARY SUPPLY CO,	98788	06/20/2019	33.47	199 E 51 6639 00 936 0 99 0 00	WC-SQUEEGEE BLADE DW-SCRAPERS AND REPLACEMENT BLADES	292895
SANITARY SUPPLY CO,	98788	06/20/2019	164.64	199 E 51 6639 00 936 0 99 0 00	WC-SQUEEGEE BLADE DW-SCRAPERS AND REPLACEMENT BLADES	292896
SANITARY SUPPLY CO,	98788	06/20/2019	61.31	199 E 51 6639 00 936 0 99 0 00	HS-FLOOR CLEANING MACHINE PARTS	293286
SCHOLASTIC INC	98532	06/06/2019	574.75	199 E 11 6399 00 111 0 32 0 00	PreK instructional supplies	M6704605 2
SCHOOL SPECIALTY, IN	98675	06/13/2019	20.49	499 E 11 6399 00 104 0 11 0 00	CLASSROOM SUPPLIES-LANCLIS	2081227470
SEBCO BOOKS	98453	05/31/2019	128.96	199 E 12 6329 00 104 0 11 0 00	Sebco 2x2 list order	195834
SEBCO BOOKS	98533	06/06/2019	407.10	199 E 12 6329 00 042 0 11 0 00	2019-2020 Lone Stars	195613
SEBCO BOOKS	98533	06/06/2019	16.02	199 E 12 6329 00 042 0 11 0 00	2019-2020 Lone Stars	195962
SEBCO BOOKS	98533	06/06/2019	469.74	199 E 11 6325 00 042 0 21 0 00	Miscellaneous	195748
SEBCO BOOKS	98533	06/06/2019	236.56	199 E 11 6325 00 042 0 23 0 00	Miscellaneous	195748
SEBCO BOOKS	98533	06/06/2019	60.53	199 E 11 6325 00 042 0 25 0 00	Miscellaneous	195748
SEBCO BOOKS	98533	06/06/2019	15.58	199 E 12 6329 00 042 0 11 0 00	Miscellaneous	195748
SEBCO BOOKS	98676	06/13/2019	263.12	199 E 11 6325 00 041 0 21 0 00	G/T Book List/Series	195977
SEBCO BOOKS	98789	06/20/2019	409.29	199 E 12 6399 00 101 0 11 0 00	fiction books	196090
SECURITY BENEFIT LIF	31781	06/25/2019	4,514.33	863 L 00 2159 00 000 0 00 0 09	Payroll accrual	20190625AD
SETZER HARDWARE	98454	05/31/2019	2.14	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT	117938
SETZER HARDWARE	98454	05/31/2019	2.14	199 E 51 6317 17 936 0 99 0 00	BLANKET ACCOUNT	117938
SETZER HARDWARE	98454	05/31/2019	8.54	199 E 51 6317 17 936 0 99 0 00	BLANKET ACCOUNT	117919

VENDOR	CHECK		AMOUNT	ACCOUNT										INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER											
SETZER HARDWARE	98454	05/31/2019	24.41	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	117902
SETZER HARDWARE	98454	05/31/2019	5.75	199	E	51	6317	00	936	0	99	0	00	BLANKET ACCOUNT	117889
SETZER HARDWARE	98534	06/06/2019	16.98	199	E	51	6317	19	936	0	99	0	00	WGEC-BOARD ROOM A/C REPAIRS	118013
SETZER HARDWARE	98534	06/06/2019	9.71	199	E	51	6317	00	936	0	99	0	00	HS-BUILDING CAR COVER FOR GIVE AWAY PNE-KITCHEN SERVNG LINE REPAIRS	118023
SETZER HARDWARE	98534	06/06/2019	22.28	199	E	51	6317	00	936	0	99	0	00	HS-BUILDING CAR COVER FOR GIVE AWAY PNE-KITCHEN SERVNG LINE REPAIRS	118131
SETZER HARDWARE	98790	06/20/2019	140.27	199	E	51	6317	17	936	0	99	0	00	BLANKET ACCOUNT	118278
SETZER HARDWARE	98790	06/20/2019	23.22	199	E	51	6317	00	936	0	99	0	00	HS-SOCCER FIELD CHAINS	118363
SETZER HARDWARE	98790	06/20/2019	3.86	199	E	51	6317	00	936	0	99	0	00	GE-REPAIRING LOCKER HANDLES	118630
SEWARD, AMBER	98677	06/13/2019	7.20	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
SHERWIN WILLIAMS CO	98455	05/31/2019	20.98	199	E	51	6639	00	936	0	99	0	00	HS AUDITORIUM-BUILDING SOUND PANELS	8645-4
SHERWIN WILLIAMS CO	98791	06/20/2019	387.05	199	E	51	6317	00	936	0	99	0	00	HS-INSTALLING FENCE AROUND DUMPSTER	9619-8
SHERWIN WILLIAMS CO	98791	06/20/2019	189.16	199	E	51	6317	00	936	0	99	0	00	ALTERNATIVE CAMPUS-PAINT FOR WALLS	7451-4
SHERWIN WILLIAMS CO	98791	06/20/2019	20.61	199	E	51	6317	18	936	0	99	0	00	GE-REPAIRING WINDOW LEDGES IN ROOM #203	9839-8
SHERWIN WILLIAMS CO	98791	06/20/2019	91.65	199	E	51	6317	00	936	0	99	0	00	DW-PARKING PAINT EQUIPMENT AND SPRAY CANS	0484-6
SHERWIN WILLIAMS CO	98861	06/27/2019	294.37	199	E	51	6317	00	936	0	99	0	00	HS-PAINTING WELDING CLASSROOM AND OFFICE	1069-4
SIGN DOCTOR, INC.	98792	06/20/2019	600.00	199	E	51	6299	00	936	0	99	0	00	PNMS-A/C UNIT REPAIRS	18430
SIMMONS, LARRY	98678	06/13/2019	3.65	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319
SIMON, COURTNEY	98793	06/20/2019	1,575.00	199	E	11	6219	21	872	0	23	0	00	Courtney Simon, OTR .. Billing for OT student services 5/13/19-5/29/19 ..	PN-169
SKILLS USA - TEXAS	98679	06/13/2019	165.00	199	E	36	6497	52	870	0	22	0	00	2018 SKILLSUSA NATIONAL REGISTRATION. PREVIOUS PAYMENT WAS SHORT \$165	S46584
SKYLINE EQUIPMENT IN	98794	06/20/2019	270.96	199	E	51	6317	16	936	0	99	0	00	HS AUXILIARY GYM-DRYER REPAIRS	74864
SKYLINE EQUIPMENT IN	98794	06/20/2019	118.32	199	E	51	6317	16	936	0	99	0	00	GMS-P.E. DRYER REPAIRS	74253
SKYLINE EQUIPMENT IN	98794	06/20/2019	185.00	199	E	51	6299	00	936	0	99	0	00	PNMS-WASHING MACHINE REPAIRS	77891

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION	INVOICE NUMBER
	NUMBER	DATE		NUMBER			
SMART'S TRUCK & TRAI	98456	05/31/2019	676.00	199 E 34 6315 00 937 0 99 0 00		- SERVICE CALL	
SMART'S TRUCK & TRAI	98456	05/31/2019	469.44	199 E 34 6315 00 937 0 23 0 00		Bus fleet-DEF	IE59334
SMART'S TRUCK & TRAI	98456	05/31/2019	469.43	199 E 34 6315 00 937 0 99 0 00		Bus fleet parts	IE60402
SMART'S TRUCK & TRAI	98456	05/31/2019	90.70	199 E 34 6315 00 937 0 23 0 00		Bus fleet parts	IE60580
SMART'S TRUCK & TRAI	98456	05/31/2019	90.70	199 E 34 6315 00 937 0 99 0 00		Bus fleet parts	IE60580
SMART'S TRUCK & TRAI	98680	06/13/2019	339.07	199 E 34 6315 00 937 0 99 0 00		Dryer for bus 87	IE60831
SMART'S TRUCK & TRAI	98680	06/13/2019	126.98	199 E 34 6315 00 937 0 99 0 00		bus parts-invoice #IE60580	IE6580
SMART'S TRUCK & TRAI	98795	06/20/2019	2,810.78	199 E 34 6315 00 937 0 23 0 00		Bus parts for bus #42	RV21246
SMART'S TRUCK & TRAI	98862	06/27/2019	320.74	199 E 34 6315 00 937 0 99 0 00		Bus parts for bus 50	IE63985
SMITH, HEITH	98681	06/13/2019	320.00	199 E 52 6219 01 877 0 99 0 00		SRO for game on 5/28/19, 8 hours	052919
SNAP-ON INDUSTRIAL	98796	06/20/2019	4,564.59	199 E 11 6399 00 870 0 22 0 00		SCAN DIAGNOSTIC TOOL FOR AUTOMOTIVE - GUERRERO	ARV/402177
SOLIS, LAURA	98682	06/13/2019	3.40	240 R 00 5751 00 001 0 00 0 00		Reimburse for senior cafe' balance	060319
SORRELS, DAVID	98683	06/13/2019	4.25	240 R 00 5751 00 001 0 00 0 00		Reimburse for senior cafe' balance	060319
SOUTHEAST TEXAS BEHA	98797	06/20/2019	512.57	199 E 11 6219 21 872 0 23 0 00		Southeast Texas Behavioral Solutions .. Counseling services for PNG students May 2019 ..	053119
SPECIALTY SUPPLY & I	98457	05/31/2019	327.00	199 E 51 6317 00 936 0 99 0 00		PNMS-BLEACHER BRACKETS	9956-2
SPIDLE & SPIDLE, INC	98863	06/27/2019	1,993.13	199 E 34 6311 00 937 0 99 0 00		Blanket purchase order for gasoline	163180
SPIDLE & SPIDLE, INC	98863	06/27/2019	142.37	199 E 51 6311 00 937 0 99 0 00		Blanket purchase order for gasoline	163180
SPIDLE & SPIDLE, INC	98863	06/27/2019	2,029.07	199 E 34 6311 00 937 0 99 0 00		Blanket purchase order for gasoline	163297
SPIDLE & SPIDLE, INC	98863	06/27/2019	144.93	199 E 51 6311 00 937 0 99 0 00		Blanket purchase order for gasoline	163297
STAR2STAR COMMUNICAT	98535	06/06/2019	1,575.79	199 E 51 6259 11 936 0 99 0 00		FIBER OPTIC/COMMUNICATION SERVICES HIGH SCHOOL FROM 5/16-6/15/19 PNMS FROM 5/13-6/12/19 GMS FROM 5/11-6/10/19	783334,781
STAR2STAR COMMUNICAT	98864	06/27/2019	1,575.79	199 E 51 6259 11 936 0 99 0 00		FIBER OPTIC/COMMUNICATION SERVICES HIGH SCHOOL FROM 06/16-07/15/19 PNMS FROM	799382,797

VENDOR	CHECK CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
TEACHER RETIREMENT S	0	06/06/2019	934.00	863 L 00 2159 00 000 0 00 0 10						Payroll accrual	20190524AD
TEACHER RETIREMENT S	0	06/06/2019	19,337.52	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190524AF
TEACHER RETIREMENT S	0	06/06/2019	178,362.00	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190524AF
TEACHER RETIREMENT S	0	06/06/2019	103.28	863 L 00 2155 00 000 0 00 0 00						Payroll accrual	20190524BD
TEACHER RETIREMENT S	0	06/06/2019	1,223.48	863 L 00 2155 00 000 0 00 0 00						Payroll accrual	20190524BD
TEACHER RETIREMENT S	0	06/06/2019	119.17	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190524BF
TEACHER RETIREMENT S	0	06/06/2019	58,864.17	199 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	4,557.27	211 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	4,463.30	224 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	200.65	225 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	4,680.14	240 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	666.68	255 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER RETIREMENT S	0	06/06/2019	514.54	289 L 00 2155 00 000 0 00 0 00						TRS matching -- from JE Batch Number ZT190501	201905TRSM
TEACHER SYNERGY, LLC	98459	05/31/2019	89.50	199 E 11 6321 60 001 0 31 0 00						Classroom Licenses	90283443
TEACHER SYNERGY, LLC	98459	05/31/2019	97.49	499 E 11 6399 00 104 0 11 0 00						CLASSROOM SUPPLIES-TRAN	89102403
TEPSA	98537	06/06/2019	389.00	199 E 23 6411 00 105 0 99 0 00						TEPSA Membership Renewal	050619
TERRELL, DARREN	98460	05/31/2019	320.00	199 E 52 6219 01 877 0 99 0 00						SRO ON 5/23/19	052319
TEXAS AFT/PEG	31776	06/25/2019	16.50	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190625AD
TEXAS BAND MASTERS A	98461	05/31/2019	300.00	199 E 36 6411 64 001 0 99 0 00						CONVENTION FEES	052819
TEXAS FIRE AND COMMU	98799	06/20/2019	940.00	199 E 51 6249 00 874 0 99 0 00						surface mount button	249752
TEXAS FIRE AND COMMU	98799	06/20/2019	140.00	199 E 51 6249 00 874 0 99 0 00						mount button for GE	249793
TEXAS FIRE AND COMMU	98799	06/20/2019	227.50	199 E 52 6399 00 877 0 99 0 00						check security system at PNMS	249751
TEXAS GAS SERVICE	98690	06/13/2019	289.55	199 E 51 6259 13 936 0 99 0 00						GAS SERVICE, 04/29/19-05/29/19	04/29-05/2
TEXAS GAS SERVICE	98690	06/13/2019	1,253.54	199 E 51 6259 13 936 0 99 0 00						GAS SERVICE, 04/30/19-05/29/19	04/30-05/2
TEXAS GAS SERVICE	98800	06/20/2019	112.24	199 E 51 6259 13 936 0 99 0 00						GAS SERVICE, 05/07/19-06/06/19	062719
TEXAS GAS SERVICE	98800	06/20/2019	2,799.59	199 E 51 6259 13 936 0 99 0 00						GAS SERVICE, 05/02/19-06/04/19	062519
TEXAS GUARANTEED	31782	06/25/2019	129.90	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190625AD
TEXAS INSTRUMENTS IN	98462	05/31/2019	5,400.00	199 E 11 6399 60 001 0 31 0 00						3 sets TI Inspire	788123

VENDOR	CHECK CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
TIVA	98539	06/06/2019	350.00	199 E 13 6411 00 870 0 22 0 00	TIVA PROFESSIONAL DEVELOPMENT - MILLS	052319
TOBIAS, MICHAEL	98556	06/11/2019	610.00	199 E 36 6412 52 001 0 99 0 00	Meals=\$308.00 (2 Students w/ 2 meals ea & 2 Sponsors w/9 meals ea), Hotel=\$302.00, UIL ICPC Summer Workshop in Austin, TX on 6/14-16/19	06142019
TOTAL SPECIAL EDUCAT	98695	06/13/2019	9,500.00	199 E 11 6219 21 872 0 23 0 00	Total Special Education Solutions LLC .. Evaluation and Consultation student services ..	1182
TRAHAN, DEBRA	98696	06/13/2019	2.70	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
TRAN, CHIEN DINH	98697	06/13/2019	10.95	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
TRAN, DOMINIC	98698	06/13/2019	2.90	240 R 00 5751 00 001 0 00 0 00	Reimburse for senior cafe' balance	060319
TREKORDA, LLC	98540	06/06/2019	240.00	199 E 36 6399 64 001 0 99 0 00	ACCOMPANIST	2963
TRI CITY COFFEE SERV	98541	06/06/2019	86.35	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT	171539
TRI CITY COFFEE SERV	98541	06/06/2019	6.51	199 E 13 6499 00 871 0 11 0 00	Tri-City Coffee Purchase Order	171609
TRI CITY COFFEE SERV	98541	06/06/2019	6.51	240 E 35 6399 00 938 0 99 0 00	Tri-City Coffee Purchase Order	171609
TRI CITY COFFEE SERV	98541	06/06/2019	6.51	199 E 53 6499 00 874 0 99 0 00	Tri-City Coffee Purchase Order	171609
TRI CITY COFFEE SERV	98541	06/06/2019	6.52	199 E 13 6399 00 872 0 23 0 00	Tri-City Coffee Purchase Order	171609
TRI CITY COFFEE SERV	98699	06/13/2019	82.10	199 E 51 6317 00 936 0 99 0 00	MD-BREAKROOM SUPPLIES	171716
TRI CITY COFFEE SERV	98699	06/13/2019	73.00	199 E 51 6317 00 936 0 99 0 00	MD-BREAKROOM SUPPLIES	171851
TRI CITY COFFEE SERV	98802	06/20/2019	71.60	199 E 41 6399 25 750 0 99 0 00	coffee service-Open PO	171850
TRI CITY COFFEE SERV	98802	06/20/2019	12.66	199 E 13 6499 00 871 0 11 0 00	Tri-City Coffee Purchase Order	171771
TRI CITY COFFEE SERV	98802	06/20/2019	12.66	240 E 35 6399 00 938 0 99 0 00	Tri-City Coffee Purchase Order	171771
TRI CITY COFFEE SERV	98802	06/20/2019	12.66	199 E 53 6499 00 874 0 99 0 00	Tri-City Coffee Purchase Order	171771
TRI CITY COFFEE SERV	98802	06/20/2019	12.67	199 E 13 6399 00 872 0 23 0 00	Tri-City Coffee Purchase Order	171771
TRI CITY COFFEE SERV	98802	06/20/2019	32.70	199 E 41 6399 25 750 0 99 0 00	coffee service-Open PO	171715

VENDOR	CHECK		ACCOUNT							INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION	NUMBER
TRI CITY COFFEE SERV	98867	06/27/2019	21.30	199 E 41 6399 25 750 0 99 0 00						coffee service-Open PO	172029
TRI CITY COFFEE SERV	98867	06/27/2019	66.70	199 E 51 6317 00 936 0 99 0 00						MD-BREAK ROOM SUPPLIES	172030
TRIANGLE METALS, INC	98700	06/13/2019	75.00	199 E 51 6317 00 936 0 99 0 00						BLANKET ACCOUNT	1935647-IN
TRIANGLE METALS, INC	98803	06/20/2019	266.00	199 E 51 6318 22 936 0 99 0 00						DW-FLATBARS	1935681-IN
TRIANGLE METALS, INC	98803	06/20/2019	720.00	199 E 51 6317 00 936 0 99 0 00						HS-BUILDING FENCE AROUND DUMPSTER	1935679-IN
TRIANGLE METALS, INC	98803	06/20/2019	98.00	199 E 51 6317 00 936 0 99 0 00						HS PRESS BOX-MOUNTING CAMERA BRACKET	1935680-IN
TRIANGLE METALS, INC	98803	06/20/2019	505.00	199 E 51 6317 00 936 0 99 0 00						HS-INSTALLING FENCE AROUND DUMPSTER	1935704-IN
TRONITECH DOCUMENT M	98804	06/20/2019	230.78	199 E 41 6299 28 720 0 99 0 00						Document storage fee for old personnel and student records	7946
TSNO REGION IV	98468	05/31/2019	85.00	199 E 33 6399 00 001 0 99 0 00						NURSE CONFERENCE	052119
TSNO REGION IV	98542	06/06/2019	85.00	199 E 13 6411 00 104 0 11 0 00						Registration Fee for Lorin Dupuis for 41st Annual Belle Blackwell School Nurse Conference on 7/24/19	053019
TSTA	31784	06/25/2019	272.55	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190625AD
TUNSTALL'S TEACHING	98805	06/20/2019	3,000.00	199 E 13 6299 00 871 0 11 0 00						Full Day Guided Math Training	18120901
TX CHILD SUPPORT SDU	0	06/25/2019	2,969.33	863 L 00 2159 00 000 0 00 0 00						Payroll accrual	20190625AD
TX DEPT OF PUBLIC SA	98806	06/20/2019	7.00	199 E 41 6299 28 720 0 99 0 00						Fingerprinting and criminal background checks	CRS-201901
U.S. BANK PARS ACCT	31785	06/25/2019	5,556.32	863 L 00 2159 00 000 0 00 0 08						Payroll accrual	20190625AD
ULINE, INC.	98807	06/20/2019	260.27	199 E 51 6317 00 936 0 99 0 00						DW-REFLECTIVE TAPE	108620549
UNITED REFRIGERATION	98543	06/06/2019	741.80	199 E 51 6317 16 936 0 99 0 00						BLANKET ACCOUNT	67982643-0
UNITED REFRIGERATION	98808	06/20/2019	79.17	199 E 51 6317 16 936 0 99 0 00						VAN BUREN AND STOCK FOR TRUCK #37-HVAC PARTS	68571787-0
UNITED REFRIGERATION	98868	06/27/2019	500.63	199 E 51 6317 16 936 0 99 0 00						WC-HVAC REPAIRS IN CUSTODIAN'S OFFICE	68674675-0
UNIVERSITY OF TEXAS	98483	06/04/2019	765.00	199 E 36 6412 52 001 0 99 0 00						Registration Fees for ILPC Summer Workshop in Austin, TX on 6/14-16/19 (Advising School Publications=\$175.00, Double Room, Connecting Bath 2=\$240.00 @ \$120.00 ea, Online Journalism/Social Media=\$175.00 & YB Editors Theme Development=\$175.00)	06142019
US GAMES	98544	06/06/2019	263.98	199 E 11 6399 00 107 0 11 0 00						PE - DRODDY 3 REAR MOUNT GOAL	904567488

VENDOR	CHECK		AMOUNT	ACCOUNT											INVOICE	
	NUMBER	DATE		NUMBER	DESCRIPTION	NUMBER										
US GAMES	98701	06/13/2019	750.29	499	E	11	6399	00	107	0	11	0	00	AND NET	905222245	
														SUPPLIES FOR PE CLASS		
														PURCHASED WITH PTA DONATION		
USCUTTER INC	98809	06/20/2019	136.97	199	E	51	6317	00	936	0	99	0	00	MD-VINYL FOR GRAPHICS MACHINE	1336761	
VACUUM CITY & UNIQUE	98810	06/20/2019	249.00	199	E	51	6639	00	936	0	99	0	00	GMS-STEAM VAC	351351	
VACUUM CITY & UNIQUE	98869	06/27/2019	249.00	199	E	51	6639	00	936	0	99	0	00	PNE-CARPET SHAMPOOER	351568	
VARSITY SPIRIT FASHI	98702	06/13/2019	537.70	199	E	36	6412	52	001	0	99	0	00	CHEER UNIFORMS	32902520	
VECTOR SECURITY	98703	06/13/2019	1,758.00	199	E	51	6299	00	936	0	99	0	00	DW-QUARTERLY BURGLAR, FIRE, AND INTRUSION MONITORING	63842136	
														INVOICE FOR 06/01/2019 - 08/31/2019		
VERGARA, ROY	98704	06/13/2019	61.00	199	E	51	6498	33	937	0	99	0	00	Reimburse for CDL Renewal	061019	
VERIZON WIRELESS	98545	06/06/2019	1,177.69	199	A	00	1290	48	000	0	00	0	00	VERIZON MI-FI CHARGES - 04/22/19-05/21/19	9830580674	
VERIZON WIRELESS	98545	06/06/2019	3,003.97	199	E	51	6259	11	936	0	99	0	00	VERIZON CELL PHONE CHARGES-04/22/19-05/21/19	9830580673	
VICKERS, JOSHUA	98705	06/13/2019	23.65	240	R	00	5751	00	001	0	00	0	00	Reimburse for senior cafe' balance	060319	
WAL-MART COMMUNITY	98470	05/31/2019	33.68	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM, FOOD, ETC SUPPLIES	P9273003D0	
WAL-MART COMMUNITY	98470	05/31/2019	57.91	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM, FOOD, ETC SUPPLIES	P9273003K0	
WAL-MART COMMUNITY	98470	05/31/2019	180.09	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM, FOOD, ETC SUPPLIES	P927300350	
WAL-MART COMMUNITY	98470	05/31/2019	37.98	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM, FOOD, ETC SUPPLIES	P9273003L0	
WAL-MART COMMUNITY	98470	05/31/2019	62.90	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM SUPPLIES AND FOOD LABS	P9273003V0	
WAL-MART COMMUNITY	98470	05/31/2019	30.06	199	E	11	6399	00	870	0	22	0	00	BLANKET PO FOR CTE CLASSROOM SUPPLIES AND FOOD LABS	P927300400	
WAL-MART COMMUNITY	98473	06/03/2019	265.42	199	E	11	6399	00	001	0	11	0	00	SCIENCE LAB SUPPLIES	P9273003D0	
WAL-MART COMMUNITY	98473	06/03/2019	161.05	199	E	11	6399	60	001	0	31	0	00	Open PO	P9273003J0	
WAL-MART COMMUNITY	98473	06/03/2019	108.94	199	E	11	6399	60	001	0	31	0	00	Open PO	P92373003D	
WAL-MART COMMUNITY	98473	06/03/2019	35.80	199	E	11	6399	00	001	0	11	0	00	SUPPLIES FOR SCIENCE LAB	P927300470	
WAL-MART COMMUNITY	98473	06/03/2019	13.80	199	E	13	6499	00	871	0	11	0	00	Staff Development/Career Day Supplies	P9273003B0	
WAL-MART COMMUNITY	98473	06/03/2019	43.12	199	E	13	6499	00	871	0	11	0	00	Supplies for Staff Development 10/8/18	P9273003B0	
WAL-MART COMMUNITY	98473	06/03/2019	59.83	240	E	35	6342	00	001	0	99	0	00	FOOD/NONFOOD PURCHASES, OPEN	P927300300	

VENDOR	CHECK		ACCOUNT		INVOICE	INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION	NUMBER
WAL-MART COMMUNITY	98473	06/03/2019	49.00	199 E 11 6399 00 874 0 11 0 00	PURCHASE ORDER digital converter box	P9273003X0
WAL-MART COMMUNITY	98473	06/03/2019	1.68	199 E 41 6498 00 750 0 99 0 00	Cleaning supplies for Press Box Office	P9273003X0
WAL-MART COMMUNITY	98473	06/03/2019	84.73	199 E 36 6499 93 873 0 91 0 91	Cleaning supplies for Press Box Office	P9273003X0
WASTEWATER TRANSPORT	98706	06/13/2019	345.00	199 E 51 6299 00 936 0 99 0 00	BLANKET ACCOUNT TAFT KITCHEN-GREASE TRAP CLEANING	B59014
WERKHEISER, CRYSTAL	98481	06/04/2019	1,050.00	199 E 13 6411 60 001 0 31 0 00	Meals=\$230.00, Hotel=\$820.00, Summer Law Conference in Austin, TX on 6/10-14/19	06102019
WERKHEISER, CRYSTAL	98482	06/04/2019	429.00	199 E 13 6411 60 001 0 31 0 00	Meals=\$40.00, Gas/Parking=\$100.00, Hotel=\$289.00, On-Ramps in Austin, TX on 6/24-25/19	06242019
WILSON LANGUAGE TRAI	98707	06/13/2019	645.95	199 E 11 6399 00 872 0 23 0 00	Wilson Language Training Corp .. Foundations Teacher's Kit 2 for Traci Cates @ RW ..	1756604
WINFIELD SOLUTIONS,	98811	06/20/2019	1,070.40	199 E 51 6318 22 936 0 99 0 00	DW PRACTICE FIELDS-FERTILIZER	63112376
WORTH HYDROCHEM OF T	98554	06/10/2019	6,918.00	199 E 51 6299 00 936 0 99 0 00	BLANKET ACCOUNT	22788
Totals for checks			1,994,258.14			

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
199	GENERAL FUND	121,084.86	0.00	658,868.76	779,953.62
211	TITLE I, PART A	4,557.27	0.00	0.00	4,557.27
224	IDEA- PART B-FORMULA	4,463.30	0.00	18,590.00	23,053.30
225	IDEA- PART B-PRESCHOOL	200.65	0.00	0.00	200.65
226	IDEA PART B DISCRETIONARY	77,674.86	0.00	0.00	77,674.86
240	CHILD NUTRITION FUND	4,680.14	1,366.75	129,991.56	136,038.45
255	TITLE II, PART A - TPTR	666.68	0.00	0.00	666.68
263	TITLE III, PART A - LEP	0.00	0.00	1,160.00	1,160.00
289	TITLE IV, PT. A	514.54	0.00	469.00	983.54
410	STATE INSTRUCTIONAL MATERIALS	0.00	0.00	13,529.20	13,529.20
499	LOCAL GRANTS	0.00	0.00	34,035.81	34,035.81
753	WORKER'S COMP. INSURANCE FUND	0.00	0.00	2,062.00	2,062.00
863	PAYROLL CLEARING	920,342.76	0.00	0.00	920,342.76
***	Fund Summary Totals ***	1,134,185.06	1,366.75	858,706.33	1,994,258.14

***** End of report *****

Port Neches-Groves Independent School District

Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Consider Approval of Independent Auditor for 2018-2019 Financial Audit

Port Neches-Groves ISD and West, Davis & Company have had a long term successful relationship. They have provided excellent service in auditing all district operations to ensure accuracy of records and compliance to established state law and district policies and procedures. It is not required by law that this professional service is competitively bid. Even so, West, Davis & Company has strived to provide the District exceptional services at a low cost.

Recommendation: It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve the independent auditor and fees submitted by West, Davis & Company in the amount of **\$17,750** for fiscal year 2018-2019.

Resource Personnel: Sheri Drawhorn, Business Manager

ORDER CALLING TRUSTEE ELECTION
November **5**, 2019

BE IT RESOLVED:

THAT an election to elect two members of the Board of Trustees, Places 4 and 5 (full three-year terms) of the Port Neches-Groves Independent School District be called for **Tuesday, November 5, 2019**, in compliance with law.

THAT the PNGISD Executive Secretary be designated to accept the filing of candidates in the office of the Superintendent located at 620 Avenue C in Port Neches, Texas.

THAT all Trustee candidate applications will ultimately be delivered to **Eric Sullivan**, Secretary, Board of Trustees.

THAT the opening date for filing be set as **Monday, July 22, 2019**, and the closing date be set at 5 p.m. **Monday, August 19, 2019**.

THAT drawing for places on the ballot be held **Monday, August 19, 2019**, at 5:15 p.m. in the office of the Superintendent.

THAT notices of such election be posted as required by law.

THAT places of voting be designated as follows on the 2019 Polling Locations document attached; and

THAT Carolyn Guidry (PO Box 1151, Beaumont, TX 77704) serve as the Early Voting Clerk; and

THAT dates for early voting be set as beginning **Monday, October 21, 2019**, and ending **Friday, November 1, 2019**, with voting places and hours as shown on the Notice of Early Voting Locations and Hours document attached.

Port Neches-Groves Independent School District

By: _____
Dr. Mike Gonzales, Superintendent

Attest: _____
(seal)

EXHIBIT A

NOTICE OF EARLY VOTING LOCATIONS AND HOURS FOR November 5, 2019, GENERAL AND JOINT ELECTIONS

(Aviso de locales y horario para elecciones adelantadas de Noviembre 5, 2019 Elecciones Generales y Conjunta)

Early Voting by personal appearance will be conducted each weekday at:

(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

EARLY VOTING LOCATIONS:

(Localizaciones de Votacion Adelantada):

Beaumont Courthouse-Main location	1001 Pearl St., Beaumont, Texas
Port Arthur Sub-Courthouse	525 Lakeshore Dr., Port Arthur, Texas
Rogers Park Recreation Center	6540 Gladys, Beaumont, Texas
Port Arthur Public Library	4615 Ninth Ave, Port Arthur, Texas
Theodore Johns Library	4255 Fannett Rd., Beaumont, Texas
John Paul Davis Community Center	3580 E Lucas, Beaumont, Texas
Marion & Ed Hughes Public Library	2715 Nederland Ave., Nederland, Texas
Groves Recreation Center	6150 39th Street, Groves, Texas
Effie & Wilton Hebert Library	2025 Merriman St., Port Neches, Texas
Jefferson Co. J.P. Pct 4 Bldg (Judge Chesson's Courtroom)	19217 FM 365, Beaumont, Texas
Precinct One Service Center	20205 W. Hwy. 90, China, Texas

DATES AND HOURS FOR ALL ABOVE LOCATIONS:

(Fechas y Horas para todas las localizaciones):

October 21 - 25 (<i>Octubre 21 - 25</i>)	Monday - Friday (<i>Lunes -Viernes</i>)	8:00 a.m. - 5:00 p.m.
October 26 (<i>Octubre 26</i>)	Saturday (<i>Sábado</i>)	7:00 a.m. - 7:00 p.m.
October 27 (<i>Octubre 27</i>)	Sunday (<i>Domingo</i>)	12:00 p.m. - 5:00 p.m.
October 28 – November 1 (<i>Octubre 28- Noviembre 1</i>)	Monday – Friday (<i>Lunes – Viernes</i>)	7:00 a.m. - 7:00 p.m.

Precincts Voting at Location (Precintos de votación en el Localización)	Election Day Polling Places (Localizaciones)	ADDRESS (Dirección)	City, State, Zip code (Ciudad, Estado, Código postal)
ALL (todos)	Amelia Elementary School	565 S. Major Dr	Beaumont, TX 77707
ALL (todos)	Beaumont Municipal Airport	455 Keith Rd.	Beaumont, TX 77713
ALL (todos)	Bevil Oaks City Hall	13560 River Oaks Blvd.	Bevil Oaks, TX 77713
ALL (todos)	BISD Administration Building	3395 Harrison Ave.	Beaumont, TX 77706
ALL (todos)	Maxson Memorial Church of God in Christ**	7920 N. Major Drive	Beaumont, TX 77713
ALL (todos)	Dishman Elementary	3475 Champions Dr.	Beaumont, TX 77707
ALL (todos)	O.C. Mike Taylor Career Center	2330 North St.	Beaumont, TX 77702
ALL (todos)	Precinct 1 Service Center	20205 W. Hwy. 90	China, TX 77613
ALL (todos)	Rogers Park Community Center	6540 Gladys Ave.	Beaumont, TX 77706
ALL (todos)	Roy Guess Elementary	8055 Voth Rd.	Beaumont, TX 77708
ALL (todos)	Hebert Library	2025 Merriman St.	Port Neches, TX 77651
ALL (todos)	Central Gardens Fire Station	2026 Spurlock Rd.	Nederland, TX 77627
ALL (todos)	Groves Public Library	5600 West Washington	Groves, TX 77619
ALL (todos)	Nederland City Hall	207 N. 12th Street	Nederland, TX 77627
ALL (todos)	Jerry Ware Airport Terminal	5000 Jerry Ware Dr.	Beaumont, TX 77705
ALL (todos)	JP 4 BLDG	19217 FM 365	Beaumont, TX 77705
ALL (todos)	Jefferson County ESD #4	12880 FM 365	Beaumont, TX 77705
ALL (todos)	Marion & Ed Hughes Public Library	2712 Nederland Ave.	Nederland, TX 77627
ALL (todos)	Port Neches City Hall	1005 Merriman	Port Neches, TX 77651
ALL (todos)	Groves Activity Building	6150 39th Street.	Groves, TX 77619
ALL (todos)	DeQueen Elementary	740 DeQueen Blvd.	Port Arthur, TX 77640
ALL (todos)	Jefferson County Sub-Courthouse	525 Lakeshore Dr.	Port Arthur, TX 77640
ALL (todos)	Memorial 9th Grade Academy	2441 61st St.	Port Arthur, TX 77642
ALL (todos)	O W Collins Retirement Center	4440 Gulfway Dr.	Port Arthur, TX 77642
ALL (todos)	Port Arthur Library**	4615 9th Ave	Port Arthur, TX 77642
ALL (todos)	Port Arthur Recreation Center	1308 9th Ave.	Port Arthur, TX 77642
ALL (todos)	R.L. Gabby Eldridge Center	5262 S. Gulfway Dr	Sabine Pass, TX 77655
ALL (todos)	Travis Elementary	1115 Lakeview Ave.	Port Arthur, TX 77642
ALL (todos)	Sam Houston Elementary	3245 36th St	Port Arthur, TX 77642
ALL (todos)	Alice Keith Park Recreation Center	4075 Highland Ave.	Beaumont, TX 77705
ALL (todos)	Charlton-Pollard Elementary	825 Jackson St.	Beaumont, TX 77701
ALL (todos)	Dr. Mae Jones-Clark Elementary	3525 Cleveland St.	Beaumont, TX 77703
ALL (todos)	Hamshire-Fannett High School	12702 2nd St	Hamshire, TX 77622
ALL (todos)	Jefferson County Courthouse	1001 Pearl St.	Beaumont, TX 77701
ALL (todos)	MLK Middle School	1400 Avenue A	Beaumont, TX 77701
ALL (todos)	John Paul Davis Community Center	3580 E. Lucas Dr.	Beaumont, TX 77703
ALL (todos)	Precinct 4 Service Center	7780 Boyt Rd.	Beaumont, TX 77713
ALL (todos)	Sterling Pruitt Center	2930 Gulf St.	Beaumont, TX 77703
ALL (todos)	Theodore Johns Library	4255 Fannett Rd.	Beaumont, TX 77705
	**Location Change		

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT
BOARD DOCUMENT

MEETING DATE: July 8, 2019

AGENDA ITEM: Consider Approval of Employee Handbook

Attached is the revised edition of the 2019-20 Employee Handbook. Changes to the handbook have been highlighted.

RECOMMENDATION: It is recommended the Board of Trustees approve the 2019-20 Employee Handbook.

Resource Personnel: Julie Gauthier, Assistant Superintendent for Administrative Services

EMPLOYEE HANDBOOK



Port Neches-Groves Independent School District

Revised and Approved July 8, 2019

Table of Contents

Introduction.....	5
Employee handbook receipt.....	6
District Information.....	7
Description of the District.....	7
District Map.....	7
Mission Statement, Goals, and Objectives.....	7
Board of Trustees.....	7
Board Meeting Schedule for 2019-20.....	8
Administration and School Directory.....	9
Employment.....	10
Equal Employment Opportunity.....	10
Job Vacancy Announcements.....	10
Employment After Retirement.....	10
Contract and Noncontract Employment.....	10
Certification and Licenses.....	11
Searches and Alcohol and Drug Testing.....	12
Health Safety Training.....	13
Reassignments and Transfers.....	13
Workload and Work Schedules.....	14
Notification to Parents Regarding Qualifications.....	15
Outside Employment and Tutoring.....	16
Performance Evaluation.....	16
Employee Involvement.....	17
Staff Development.....	17
Compensation and Benefits.....	17
Salaries, Wages, and Stipends.....	17
Paychecks.....	18
Payroll Deductions.....	18
Overtime Compensation.....	18
Travel.....	19
Health, Dental, and Life Insurance.....	20
Supplemental Insurance Benefits.....	21
Cafeteria Plan Benefits (Section 125).....	21
Workers' Compensation Insurance.....	21
Unemployment Compensation Insurance.....	22
Teacher Retirement.....	22
Other Benefit Programs.....	22
Leaves and Absences.....	23
Personal Leave.....	24
Exceptions to DEC (Local).....	25
Local Leave.....	25

Sick Leave.....	26
Temporary Disability.....	26
Family and Medical Leave (FMLA)—General Provisions	27
Workers’ Compensation Benefits	30
Assault Leave	30
Family Illness	30
Bereavement Leave – Death in Employee’s Immediate Family.....	31
Jury Duty.....	31
Other Court Appearances.....	31
Truancy Court Appearances.....	32
Absence from Work Procedure.....	32
Military Leave	32
Friends Helping Friends	32
Vacations, Holidays and Off Duty Days.....	34
Definition of Work Day.....	35
Employee Relations and Communications.....	35
Employee Recognition and Appreciation.....	35
District Communications.....	35
Complaints and Grievances.....	35
Employee Conduct and Welfare.....	36
Standards of Conduct	36
Dress and Grooming.....	39
Violations	39
Discrimination, Harassment, and Retaliation	39
Harassment of Students	39
Alcohol- and Drug-Abuse Prevention.....	40
Reporting Suspected Child Abuse	40
Child Sexual Abuse.....	41
Fraud and Financial Impropriety.....	43
Conflict of Interest	43
Gifts and Favors	44
Associations and Political Activities	44
Safety	44
Tobacco Products and E-Cigarette Use	45
Personal Use of Electronic Communication.....	45
Electronic Communications between Employees, Students and Parents.....	46
Criminal History Background Checks	48
Employee Arrests and Convictions	48
Possession of Firearms and Weapons.....	49
Visitors in the Workplace.....	49
Copyrighted Materials	50
Computer Use and Data Management.....	50
Asbestos Management Plan	50
Pest Control Treatment	50

General Procedures	50
Bad Weather Closing	50
Emergencies.....	51
Early Dismissal Time	51
Purchasing Procedures	51
Name and Address Changes.....	52
Personnel Records	52
Facility Use.....	52
Termination of Employment.....	52
Resignations.....	52
Dismissal or Nonrenewal of Contract Employees	53
Dismissal of Noncontract Employees.....	53
Exit Interviews and Procedures.....	53
Reports to Texas Education Agency.....	54
Reports Concerning Court-Ordered Withholding	54
Student Issues.....	54
Equal Educational Opportunities	54
Student Records.....	55
Parent and Student Complaints	55
Administering Medication to Students	55
Dietary Supplements	56
Psychotropic Drugs	56
Student Discipline	56
Student Attendance.....	56
Bullying	57
Hazing	60

Introduction

The purpose of this handbook is to provide information that will help with questions and pave the way for a successful year. Not all district policies and procedures are included. Those that are have been summarized. Suggestions for additions and improvements to this handbook are welcome and may be sent to the Personnel Office.

This handbook is neither a contract nor a substitute for the official district policy manual. Nor is it intended to alter the at-will status of noncontract employees in any way. Rather, it is a guide to and a brief explanation of district policies and procedures related to employment. These policies and procedures can change at any time; these changes shall supersede any handbook provisions that are not compatible with the change. For more information, employees may refer to the policy codes that are associated with handbook topics, confer with their supervisor, or call the appropriate district office. District policies can be accessed on line at <http://www.pngisd.org>.

PORT NECHES-GROVES ISD Employee Handbook Receipt

Name _____

Campus/department _____

I agree to read the Port Neches-Groves ISD employee handbook and abide by the standards, policies, and procedures defined or referenced in this document.

Employees have the option of receiving the handbook in electronic format or hard copy. The electronic format of the handbook can be found at the District Website at www.pngisd.org. Follow the links: Departments/Administrative & HR Services/Employee Handbook.

If you choose to receive a hard copy of the employee handbook, please see your campus principal's office.

The information in this handbook is subject to change. I understand that changes in district policies may supersede, modify, or render obsolete the information summarized in this booklet. As the district provides updated policy information, I accept responsibility for reading and abiding by the changes.

I understand that no modifications to contractual relationships or alterations of at-will employment relationships are intended by this handbook.

I understand that I have an obligation to inform my supervisor or department head of any changes in personal information, such as phone number, address, etc. I also accept responsibility for contacting my supervisor or the personnel office if I have questions or concerns or need further explanation.

Signature

Date

AGREEMENT: By signing this Electronic Signature Acknowledgment Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding.

*Note: The employee handbook receipt is sent electronically to all employees through the district's TalentEd Records software. Once the employee signs their receipt electronically the form is sent to their on-line personnel folder for record keeping.

District Information

Description of the District

The District serves the two communities of Port Neches and Groves in southeast Jefferson County and encompasses some 28 square miles. Approximately 4800 students are enrolled on the nine campuses.

District Map

The District map can be found on the District Website: www.pngisd.org and then follow the links Our District/District Map.

Mission Statement, Goals, and Objectives

Policy AE

Mission Statement: Port Neches-Groves ISD is committed to a tradition of excellence in education. The combined efforts of the students, staff, parents, and community will provide a safe learning environment that empowers all students to pursue lifelong learning and become responsible, productive citizens.

Vision Statement: Our students will model academic success and integrity in all endeavors. Through dedicated teaching, inspired leadership, and an active community our students will be prepared to meet the challenges of the future.

Board of Trustees

Policies BA, BB, BD, and BE series

Texas law grants the board of trustees the power to govern and oversee the management of the district's schools. The board is the policy-making body within the district and has overall responsibility for the curriculum, school taxes, annual budget, employment of the superintendent and other professional staff, and facilities. The board has complete and final control over school matters within limits established by state and federal law and regulations.

The board of trustees is elected by the citizens of the district to represent the community's commitment to a strong educational program for the district's children. Trustees are elected by place and serve three-year terms. Trustees serve without compensation, must be registered voters, and must reside in the district.

Current board members include:

Dr. Scott Bartlett, President
Brandon Cropper, Vice President
Eric Sullivan, Secretary
Mrs. Lana Parker, Member
Rusty Brittain, Member
Brandon Cropper, Member
Jake Lefort, Member

Unless otherwise provided in the notice for a meeting, Board meetings shall be held in the board room located at the West Groves Education Center, 5840 West Jefferson, Groves, Texas. Regular meetings of the Board are held on the second Monday of each month at 7:00 p. m.

Special meetings may be called when necessary. A written notice of regular and special meetings will be posted at the Administration Building and on the district web site (www.pngisd.org) at least 72 hours before the scheduled meeting time. The written notice will show the date, time, place, and subjects of each meeting. In emergencies, a meeting may be held with a two-hour notice.

All meetings are open to the public. In certain circumstances, Texas law permits the board to go into a closed session from which the public and others are excluded. Closed session may occur for such things as discussing prospective gifts or donations, real-property acquisition, certain personnel matters including employee complaints, security matters, student discipline, or consulting with attorneys regarding pending litigation.

Board Meeting Schedule for 2019-2020

September 9, 2019
October 14, 2019
November 11, 2019
December 9, 2019
January 13, 2020
February 10, 2020
March 9, 2020 (subject to change)
April 13, 2020
May 11, 2020
June 8, 2020
July 13, 2020
August 10, 2020

Administration and School Directory

Dr. Mike Gonzales, Superintendent
Julie Gauthier, Assistant Superintendent for Administrative Services
Dr. Brenda Duhon, Assistant Superintendent of Curriculum and Instruction/Technology
Sheri Drawhorn, Business Manager

Port Neches-Groves High School **729-7644**
1401 Merriman, Port Neches 77651
Dr. Scott Ryan, Principal

Alternative Campus **722-5924**
1810 Port Neches Avenue, Port Neches 77651
Brian Wagnespak, Executive Director of Student Services

Groves Middle School **962-0225**
5201 Wilson, Groves 77619
James Arnett, Principal

Port Neches Middle School **722-8115**
749 Central, Port Neches 77651
Kyle Hooper, Principal

Groves Elementary School..... **962-1531**
3901 Cleveland, Groves 77619
Mandie Champagne, Principal

Port Neches Elementary School..... **722-2262**
2101 Llano, Port Neches 77651
Kimberly Carter, Principal

Ridgewood Elementary..... **722-7641**
2820 Merriman, Port Neches 77651
Kevin Schexnaider, Principal

Taft Elementary **962-2262**
2500 Taft, Groves 77619
Staci Gary, Principal

Van Buren Elementary..... **962-6511**
6400 Van Buren, Groves 77619
Joe Cegielski, Principal

Woodcrest Elementary..... **724-2309**
1522 Heisler, Port Neches 77651
Angela Abel, Principal

West Groves Early Learning Center.....**963-1215**
5840 W. Jefferson, Groves 77619
Tanya Davis, Principal

Employment

Equal Employment Opportunity

Policies DAA, DIA

The Port Neches-Groves ISD does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, military status, genetic information, or on any other basis prohibited by law. Additionally, the district does not discriminate against an employee or applicant who acts to oppose such discrimination or participates in the investigation of a complaint related to a discriminatory employment practice. Employment decisions will be made on the basis of each applicant's job qualifications, experience, and abilities.

Employees with questions or concerns relating to discrimination on any of the bases listed above should contact the Superintendent or Assistant Superintendent.

Job Vacancy Announcements

Policy DC

Announcements of job vacancies by position and location are posted on the district's web site.

Employment after Retirement

Individuals receiving retirement benefits from the Teacher Retirement System (TRS) may be employed in limited circumstances on a full- or part-time basis without affecting their benefits, according to TRS rules and state law. Detailed information about employment after retirement is available in the TRS publication *Employment After Retirement*. Employees can contact TRS for additional information by calling 800-223-8778 or 512-542-6400. Information is also available on the TRS Web Site (www.trs.state.tx.us).

Contract and Noncontract Employment

Policies DC, DCA, DCB, DCC, DCD, DCE

State law requires the district to employ all full-time professional employees in positions requiring a certificate from State Board for Educator Certification (SBEC) and nurses under probationary, term, or continuing contracts. Employees in all other positions are employed at-will or by a contract that is not subject to the procedures for nonrenewal or termination under Chapter 21 of the Texas Education Code. The paragraphs that follow provide a general description of the employment arrangements used by the district.

Probationary contracts. Nurses and full-time professional employees new to the district and employed in positions requiring SBEC certification must receive a probationary contract during their first year of employment. Former employees who are hired after at least a two-year lapse in district employment also may be employed by probationary contract. Probationary contracts are one-year contracts. The probationary period for those who have been employed as a teacher in public education for at least five of the eight years preceding employment with the district may not exceed one school year. For those with less experience, the probationary period will be three school years (i.e., three one-year contracts) with an optional fourth school year if the board determines it is doubtful whether a term or continuing contract should be given. The campus principal may, however, recommend to the Superintendent that a teacher be employed under a term contract after the second probationary year.

Term contracts. Full-time professionals employed in positions requiring certification and nurses will be employed by term contracts after they have successfully completed the probationary period. The terms and conditions of employment are detailed in the contract and employment policies. All employees will receive a copy of their contract. Employment policies are available at the District Website www.pngisd.org and follow the links Departments/Administrative & HR Services/Personnel Policy. Educator term contracts shall be provided also to persons in the following positions for which the District requires current SBEC certification: assistant superintendents; curriculum coordinators; director of alternative education; director of special education; and coordinator of student services.

Noncertified professional and administrative employees. In addition, educator term contracts shall be provided for the following positions for which neither SBEC nor the District requires current SBEC certification: speech therapists; assistant speech therapist; database coordinator; director of child nutrition; director of information services, safety and homeland security; director of facilities and maintenance, coordinator of transportation and the business manager.

Paraprofessional and auxiliary employees. All paraprofessional and auxiliary employees, regardless of certification, are employed at will and not by contract. Employment is not for any specified term and may be terminated at any time by either the employee or the district.

Certification and Licenses

Policies DBA, DF

Professional employees whose positions require SBEC certification or professional license are responsible for taking actions to ensure their credentials do not lapse. Employees must submit documentation that they have passed the required certification exam and/or obtained or renewed their credentials to the Assistant Superintendent for Administrative Services in a timely manner.

A certified employee's contract may be voided without due process and employment terminated if the individual does not hold a valid certificate or fails to fulfill the requirements necessary to renew or extend a temporary certificate, emergency certificate, probationary certificate, or permit. A contract may also be voided if SBEC suspends or revokes certification because of an individual's failure to comply with criminal history background checks. Contact the Assistant Superintendent for Administrative Services if you have any questions regarding certification or licensure requirements.

Searches and Alcohol and Drug Testing

Policy DHE

Non-investigatory searches in the workplace, including accessing an employee's desk, file cabinets, or work area to obtain information needed for usual business purposes may occur when an employee is unavailable. Therefore, employees are hereby notified that they have no legitimate expectation of privacy in those places. In addition, the district reserves the right to conduct searches when there is reasonable cause to believe a search will uncover evidence of work-related misconduct. The District also reserves the right to use unannounced canine searches. Such an investigatory search may include drug and alcohol testing if the suspected violation relates to drug or alcohol use. The district may search the employee, the employee's personal items, work areas, including district-owned computers, lockers, and private vehicles parked on district premises or work sites or used in district business.

Employees required to have a commercial driver's license. Any employee whose duties require a commercial driver's license (CDL) is subject to drug and alcohol testing. This includes all drivers who operate a motor vehicle designed to transport 16 or more people, counting the driver; drivers of large vehicles; or drivers of vehicles used in the transportation of hazardous materials. Teachers, coaches, or other employees who primarily perform duties other than driving are subject to testing requirements when their duties include driving.

Drug testing will be conducted before an individual assumes driving responsibilities. Alcohol and drug tests will be conducted if reasonable suspicion exists, at random, when an employee returns to duty after engaging in prohibited conduct, and as a follow-up measure. Testing may be conducted following accidents. Return-to-duty and follow-up testing will be conducted if an employee who has violated the prohibited alcohol conduct standards or tested positive for alcohol or drugs is allowed to return to duty.

All employees required to have a CDL or who otherwise are subject to alcohol and drug testing will receive a copy of the district's policy, the testing requirements, and detailed information on alcohol and drug abuse and the availability of assistance programs. Employees with questions or concerns relating to alcohol and drug policies and related educational material should contact Kyle Segura, Transportation Coordinator.

Health Safety Training

Policies DBA, DMA

Certain employees who are involved in physical activities for students must maintain and submit to the district proof of current certification in first aid, cardiopulmonary resuscitation (CPR), use of an automated external defibrillator (AED), concussion, and extracurricular athletic activity safety. Certification or documentation of training must be issued by the American Red Cross, the American Heart Association, University Interscholastic League or another organization that provides equivalent training and certification. Employees subject to this requirement must submit their certification or documentation to the Personnel Office by September 1 of each year.

Reassignments and Transfers

Policy DK

All personnel are subject to assignment and reassignment by the superintendent or designee when the superintendent or designee determines that the assignment or reassignment is in the best interest of the district. Reassignment is a transfer to another position, department, or facility that does not necessitate a change in the employment contract. Campus reassignments must be approved by the principal at the receiving campus except when reassignments are due to enrollment shifts or program changes. Extracurricular or supplemental duty assignments may be reassigned at any time unless an extracurricular or supplemental duty assignment is part of a dual-assignment contract. Employees who object to a reassignment may follow the district process for employee complaints as outlined in this handbook and district policy DGBA (Local).

An employee with the required qualifications for a position may request a transfer to another campus or department. A written request for transfer must be completed as outlined in Procedures for Requesting a Transfer below. Requests for transfer during the school year will be considered only when the change will not adversely affect students and after a replacement has been found. All transfer requests will be coordinated by the Personnel Office and must be approved by the receiving supervisor.

A request for transfer does not guarantee that such a transfer will be made, because each request must be considered in terms of the factors such as:

1. Qualification of the applicant;
2. Available vacancies;
3. Number of requests for transfer;
4. Number of transfers which have to be effected for administrative reasons;
5. School organizational needs (principal's judgment).
6. Principals must approve all teacher-initiated requests to their schools.

Procedures for Requesting a Transfer

1. Complete and send your request to the Personnel Office. Transfer requests will be considered only when filed with the Personnel Office.

2. A request for transfer must be renewed each year.
3. All transfer requests must be received no later than date determined by personnel office. After this date then the employee will need to ‘APPLY’ for any and all job postings listed on the PNGISD district website under Employment then Job Openings. As a current employee, you may apply as an Internal Applicant, attach a resume’ and/or letter of interest. All applications must be completed on-line through this method. Once a position is posted, you may contact the building principal directly to express your interest in the position.
4. Principals have the discretion and may choose to interview for any vacant position.
5. A teacher that has been placed on a professional growth plan is not eligible for a teacher-initiated transfer.
6. Administrator type positions (counselor, assistant principal, etc.) do not qualify with a transfer request.

Workload and Work Schedules

Policies DEA, DEAB, DK, DL

Professional employees. Professional employees and administrators are exempt from overtime pay and are employed on a 10-, 11-, or 12-month basis, according to the work schedules set by the district. A school calendar is adopted each year designating the work schedule for teachers and all school holidays. Notice of work schedules including required days of service and scheduled holidays will be distributed each school year.

Classroom teachers will have planning periods for instructional preparation, including conferences. The schedule of planning periods is set at the campus level but must provide at least 45 minutes within each two-week period in blocks not less than 45 minutes within the instructional day. Teachers and librarians are entitled to a duty-free lunch period of at least 30 minutes. The district may require teachers to supervise students during lunch one day a week when no other personnel are available.

Paraprofessional and auxiliary employees: Support employees, are employed at will and will be notified of the required duty days, holidays, and hours of work for their position on an annual basis. Paraprofessional and auxiliary employees must be compensated for overtime and are not authorized to work in excess of their assigned schedule without prior approval from their supervisor.

Months Employed

The following guidelines are used to determine the number of months an employee is employed per year:

187 days to 206 days.....10 months

207 days to 226 days.....11 months
227 days to 260 days..... 12 months

Daily Schedule

School personnel should arrive at their respective buildings by the start time as indicated for the campus and assume their assigned responsibilities.

Pre-K – 3	7:30 a.m. – 3:30 p.m.
4 th - 5 th	7:45 a.m. – 3:45 p.m.
6 th – 8 th	7:45 a.m. – 3:45 p.m.
9 th – 12 th	7:30 a.m. – 3:30 p.m.

If a teacher has no specific responsibilities between the reporting time and the beginning of classes, he/she shall accept his/her share of general supervision of the campus and building.

Generally, teachers and staff shall be free to leave the building after they have completed their assigned work, which includes the following:

- Regular classroom work
- Conference periods
- Extracurricular activities
- Faculty meetings
- Special days set-aside for workshops
- Parent conferences
- Bus supervision
- Other duties that may arise or be assigned by the principal

Teachers and staff members having to leave campus during the day should check out through the office.

Notification to Parents Regarding Qualifications

Policies DK, DBA

In schools receiving Title I funds, the district is required by the No Child Left Behind Act (NCLB) to notify parents at the beginning of each school year that they may request information regarding the professional qualifications of their child’s teacher. NCLB also requires that parents be notified if their child has been assigned, or taught for four or more consecutive weeks by, a teacher who is not highly qualified.

Texas law requires that parents be notified if their child is assigned for more than 30 consecutive instructional days to a teacher who does not hold an appropriate teaching certificate. This notice is not required if parental notification under NCLB is sent. Inappropriately certified or uncertified teachers include individuals on an emergency

permit (including individuals waiting to take a certification exam) and individuals who do not hold any certificate or permit. Information relating to teacher certification will be made available to the public upon request.

Employees who have questions about their certification status can call the Personnel Office 722-4244 ext. 1725.

Outside Employment and Tutoring

Policy DBD

Employees are required to disclose in writing to their immediate supervisor any outside employment that may create a potential conflict of interest with their assigned duties and responsibilities or the best interest of the district. This includes any private tutoring of District students for pay. Supervisors will consider outside employment on a case-by-case basis and determine whether it should be prohibited because of a conflict of interest.

Performance Evaluation

Policies DN, DNA, DNB

Evaluation of an employee's job performance is a continuous process that focuses on improvement. Performance evaluation is based on an employee's assigned job duties and other job-related criteria. All employees will participate in the evaluation process with their assigned supervisor. Written evaluations will be completed on forms approved by the district. Reports, correspondence, and memoranda also can be used to document performance information. All employees will receive a copy of their written evaluation, have a performance conference with their supervisor, and get the opportunity to respond to the evaluation.

House Bill 1440, enacted by the 78th Texas Legislature, amended Section 21.352 (c) of the Texas Education Code to read as follows:

- (c) Appraisal must be done at least once during each school year, except that a teacher may be appraised less frequently if the teacher agrees in writing and the teacher's most recent evaluation was satisfactory and did not identify any area of deficiency.

Port Neches-Groves ISD policy adopted on November 11, 2003, states that all teachers must be appraised at least once every three years. Approximately 33% of the school faculty will be appraised each year. Teachers will be scheduled for evaluation based on meeting all of the following criteria:

1. An educator term contract;
2. SBEC certified;
3. Rated proficient (acceptable) on the most recent appraisal;
4. Not new to the campus;
5. Not new to the District; and
6. Not identified as having an area of deficiency.

The district's policy concerning the evaluation of teachers can be found at:

[DNA](#)

Employee Involvement

Policies BQA, BQB

At both the campus and district levels, Port Neches-Groves ISD offers opportunities for input in matters that affect employees and influence the instructional effectiveness of the district. As part of the district's planning and decision-making process, employees are elected to serve on district- or campus-level advisory committees. Plans and detailed information about the shared decision-making process are available in each campus office or from the Assistant Superintendent for Administrative Services office.

Staff Development

Policy DMA

Staff development activities are organized to meet the needs of employees and the district. Staff development for instructional personnel is predominantly campus-based, related to achieving campus performance objectives, addressed in the campus improvement plan, and approved by a campus-level advisory committee. Staff development for non-instructional personnel is designed to meet specific licensing requirements (e.g., bus drivers) and continued employee skill development. Suggestions for staff development should be made to your principal/supervisor, the campus improvement team, and/or Brenda Duhon, Assistant Superintendent of Curriculum and Instruction /Technology.

Individuals holding renewable SBEC certificates are responsible for obtaining the required training hours and maintaining appropriate documentation.

Compensation and Benefits

Salaries, Wages, and Stipends

Policies DEA, DEAA

Employees are paid in accordance with administrative guidelines and a pay structure established for each position. The district's pay plans are reviewed by the administration each year and adjusted as needed. All district positions are classified as exempt or nonexempt according to federal law. Professional employees and administrators are generally classified as exempt and are paid monthly salaries. They are not entitled to overtime compensation. Other employees are generally classified as nonexempt and are paid an hourly wage or salary and receive compensatory time or overtime pay for each overtime hour worked beyond 40 in a workweek. (See *Overtime Compensation pg. 18*)

All employees will receive written notice of their pay and work schedules before the start of each school year. Classroom teachers, full-time librarians, full-time nurses, and full-time counselors will be paid no less than the minimum state salary schedule. Contract employees who perform extracurricular or supplemental duties may be paid a stipend in addition to their salary according to the district's extra-duty pay schedule.

Employees should contact the Personnel Office for more information about the district's pay schedules or their own pay.

Paychecks

All professional, salaried and hourly employees are paid monthly. The schedule of pay dates for the school year is the 25th of each month, unless otherwise noted. The schedule of pay dates for the 2019-20 school year is posted on the District's website.

Employees will have their paychecks electronically deposited into a designated account. With automatic deposit, an employee's pay is immediately available on the pay date. Contact the payroll office for more information about the automatic payroll deposit service.

Payroll Deductions

Policy CFEA

The district is required to make the following automatic payroll deductions:

- Teacher Retirement System of Texas (TRS)

- Federal income tax

- Medicare tax (applicable only to employees hired in this district after March 31, 1986)

Other payroll deductions employees may elect include deductions for the employee's share of premiums for health, dental, life, vision, cancer, and identify theft insurance; annuities; and savings deposits to any bank or credit union. Employees also may request payroll deduction for payment of membership dues to professional organizations. Salary deductions are automatically made for unauthorized or unpaid leave.

Overtime Compensation

Policy DEAB

The district compensates overtime for nonexempt employees in accordance with federal wage and hour laws. Only nonexempt employees (hourly employees and paraprofessional employees) are entitled to overtime compensation. Nonexempt employees are not authorized to work beyond their normal work schedule without advance approval from their supervisor.

Overtime is legally defined as all hours worked in excess of 40 hours in a work week and is not measured by the day or by the employee's regular work schedule. Nonexempt

employees that are paid on a salary basis are paid for a 40-hour workweek and do not earn additional pay unless they work more than 40 hours. For the purpose of calculating overtime, a work week begins at 12:01 a.m. Sunday and ends at midnight Saturday.

Employees may be compensated for overtime at time-and-a-half rate with compensatory time off (comp time) or direct pay. The following applies to all nonexempt employees:

- Employees can accumulate up to 60 hours of comp time.
- Comp time must be used in the duty year that it is earned.
- Use of comp time may be at the employee's request with supervisor approval as workload permits, or at the supervisor's direction.
- **An employee will be required to use comp time before using any other available paid leave (e.g., sick, personal, vacation).**
- Weekly time records will be maintained on all nonexempt employees for the purpose of wage and salary administration.

Travel Expense Reimbursement

Policy DEE

Before any travel expenses are incurred by an employee, the employee's supervisor must give approval. For approved travel, employees will be reimbursed for mileage and other travel expenditures according to the current rate schedule established by the District. Employees must submit receipts, to the extent possible, to be reimbursed for expenses other than mileage.

PNGISD will allow the following travel related expenses, which are approved by the campus/department supervisor:

Travel Guidelines

1. Mileage @ standard mileage rate as set forth by Internal Revenue Service for use of personal vehicle if approved by principal/supervisor prior to trip.
2. Per Diem on meals.

Breakfast	\$12 (leaving before 7:00 a.m)
Lunch	\$14 (workshop must end after 12 noon for lunch reimbursement)
Dinner	\$20 (returning after 7:00 p.m.)

Employee Trips without Students: Meal reimbursements for day trips (in or outside Reg. 5) without students will not be allowed. Trips outside Reg. 5 requiring overnight stay are eligible for meal per diem.

Employee Trips with Students: Reimbursement for meals with students groups are approved in or out of the Reg. 5 area with receipts.
3. Telephone calls documented for business only.
4. Hotel charges for employee only. (Should a spouse/family accompany a district employee, the district will pay only the single rate.) Check with your principal to determine maximum lodging amount, anything over the allowed amount must be reported to IRS.

5. Travel arrangements for more than one employee attending the same conference should be coordinated prior to the trip (could include sharing hotel rooms).

Original receipts must be attached for the following:

- Hotel
- Registration
- Other transportation (i.e., airfare, bus, etc.)

The travel report must:

1. be typed or completed in ink;
2. be signed by employee and supervisor;
3. have correct registration/expense account number;
4. Include the name and number of persons attending (per advance).

In order to receive reimbursement, this report must be submitted WITHIN 2 weeks after completion of trip. If an advance has been drawn and expense sheet is not filed within 2 weeks, total amount will be DEDUCTED FROM NEXT PAYCHECK.

Travel Arrangements for Workshops Requiring Overnight Stay

Travel arrangements will be made according to the dates of the workshop attended. However, if an employee indicates in writing a desire to extend his/her stay and submits in writing with the Travel Request form, every effort will be made to make such arrangements. In the event an employee wishes to alter arrangements previously made by the District, he/she will be responsible for making such changes and will be responsible for any expenses incurred.

Use of Private Vehicles

District employees are not authorized to use private vehicles to transport students under any circumstances.

Health, Dental, and Life Insurance

Policy CRD

A benefits eligible employee is any employee eligible for benefits with the Port Neches-Groves ISD. Any employee working 3.5 hours or more per day is considered a benefits eligible employee.

Group health insurance coverage is provided through TRS-ActiveCare, the statewide public school health insurance program. The district's contribution to employee insurance premiums is determined annually by the board of trustees. Employees eligible for health insurance coverage include the following:

- Employees who are active, contributing TRS members

- Employees must work 3.5 hours per day to be eligible for district contribution towards health insurance.
- Employees who are not contributing TRS members but who are employed for 10 or more regularly scheduled hours per week.

TRS retirees who are enrolled in TRS-CARE (retiree health insurance program) and employees who are not contributing TRS members who are regularly scheduled to work less than 10 hours per week are not eligible to participate in TRS-ActiveCare.

The insurance plan year is from September 1 through August 31. Current employees can make changes in their insurance coverage during open enrollment each year. Detailed descriptions of insurance coverage, employee cost, and eligibility requirements are provided to all employees annually. Employees should contact the Employee Benefits Specialist for more information.

Supplemental Insurance Benefits

Policy CRD

At their own expense, employees may enroll in supplemental insurance programs for supplemental life, cancer, disability, vision, dependent dental and identify theft. Premiums for these programs can be paid by payroll deduction. Employees should contact Employee Benefits for more information.

Cafeteria Plan Benefits (Section 125)

Employees are eligible to participate in the Cafeteria Plan (Section 125) and, under IRS regulations, must either accept or reject this benefit. This plan enables eligible employees to pay certain insurance premiums on a pretax basis (i.e., cancer and dread disease, dental and vision). A third-party administrator handles employee claims made on these accounts.

New employees must accept or reject this benefit during their first month of employment. All employees must accept or reject this benefit on an annual basis and during the specified time period.

Workers' Compensation Insurance

Policy CRE

The district, in accordance with state law, provides workers' compensation benefits to employees who suffer a work-related illness or are injured on the job. The district has workers' compensation coverage from The Littleton Group, effective September 1, 2003. Benefits help pay for medical treatment and make up for part of the income lost while recovering. Specific benefits are prescribed by law depending on the circumstances of each case.

All work-related accidents or injuries should be reported immediately to the employee's supervisor or building principal who in turn will contact Employee Benefits. Employees who are unable to work because of a work-related injury will be notified of their rights and responsibilities under the Texas Labor Code. See *Workers' Compensation Benefits*, for information on use of paid leave for such absences.

Employees who have had a job related injury and have missed work must have a doctor's release before returning to work. The employee must be able to resume their regular, full time duties when returning to work. .

Unemployment Compensation Insurance

Policy CRF

Employees who have been laid off or terminated through no fault of their own may be eligible for unemployment compensation benefits. Employees are not eligible to collect unemployment benefits during regularly scheduled breaks in the school year or the summer months if they have employment contracts or reasonable assurance of returning to service. Employees with questions about unemployment benefits should contact the Personnel Office.

Teacher Retirement

Policy DEG

All personnel employed on a regular basis for at least four and one-half months are members of the Teacher Retirement System of Texas (TRS). Substitutes not receiving TRS service retirement benefits who work a full semester are eligible to purchase a year of creditable service in TRS. TRS provides members with an annual statement of their account showing all deposits and the total account balance for the year ending August 31, as well as an estimate of their retirement benefits.

Employees who plan to retire under TRS should notify the Personnel Office as soon as possible. Information on the application procedures for TRS benefits is available from TRS at Teacher Retirement System of Texas, 1000 Red River Street, Austin, TX 78701-2698, or call 800-223-8778 or 512-542-6400. TRS information is also available on the Web (www.trs.state.tx.us). See page 10 for information on restrictions of employment of retirees in Texas public schools.

Other Benefit Programs

- **FREE PASSES** - District employees shall be admitted free to school-sponsored events with their district ID badge.
- Tuition-Free attendance for children of nonresident employees.

Leaves and Absences

Policy DEC, DECA, DECB

The district offers employees paid and unpaid leaves of absence in times of personal need. This handbook describes the basic types of leave available and restrictions on leaves of absence. Employees who expect to be absent for an extended period of more than five days should call the Personnel Office for information about applicable leave benefits, payment of insurance premiums, and requirements for communicating with the district.

Leave is available for the employee's use at the beginning of the work year. However, state personal and local sick leave is earned on a number of days-worked basis. If an employee leaves the district before the end of the work year, the cost of any unearned leave days taken shall be deducted from the employee's final paycheck.

Leave must be used in half day increments. However, if an employee is taking family and medical leave, the employee may take intermittent or reduced leave schedule in accordance with Board Policies DEC (Local) and DECA (Legal). Earned comp time must be used before any available paid state and local leave. Unless an employee requests a different order, available paid state and local leave will be used in the following order:

- Local Leave
- State Sick Leave accumulated before the 1995-96 school year.
- State Personal Leave

Employees must follow district and department or campus procedures to report or request any leave of absence and complete the appropriate form or certification. Any employee who is absent more than five (5) days because of a personal or family illness must submit a medical certification from a qualified health care provider confirming the specific dates of the illness, the reason for the illness, and – in the case of personal illness – the employee's fitness to return to work.

Immediate Family. For purposes of leave other than family and medical leave, immediate family is defined as the following:

- Spouse
- Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands in loco parentis.
- Parent, stepparent, parent-in-law, or other individual who stands in loco parentis to the employee.
- Sibling, stepsibling, and sibling-in-law
- Grandparent and grandchild
- Any person residing in the employee's household at the time of illness or death

For purposes of family and medical leave, the definition of family is limited to spouse, parent, son or daughter, and next of kin. The definition of these are found in Policy DECA (LEGAL).

Medical Certification. Any employee, who is absent more than 5 days because of a personal or family illness, must submit a medical certification from a qualified health care provider confirming the specific dates of the illness, the reason for the illness, and—in the case of personal illness—the employee’s fitness to return to work.

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits covered employers from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, we ask that employees and health care providers do not provide any genetic information in any medical certification. ‘Genetic information,’ as defined by GINA, includes an individual’s family medical history, the results of an individual’s or family member’s genetic tests, the fact that an individual or an individual’s family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual’s family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

Employees on an approved leave of absence other than family and medical leave may continue their insurance benefits at their own expense. Health insurance benefits for employees on paid leave and leave designated under the Family and Medical Leave Act will be paid by the district as they were prior to the leave. Otherwise, the district does not pay any portion of insurance premiums for employees who are on unpaid leave.

Under TRS-Active Care rules, an employee is no longer eligible for insurance through the district after six months of unpaid leave other than FMLA. If an employee’s unpaid leave extends for more than six months, the district will notify TRS-Active Care and they will provide the employee with notice of COBRA rights.

Personal Leave

State law entitles all employees to five days of paid personal leave per year. Personal leave is earned at a rate of one-half day of leave for each 18 workdays. A day of earned personal leave is equivalent to an assigned workday. State personal leave accumulates without limit, is transferable to other Texas school districts, and generally transfers to education service centers. There are two types of personal leave: nondiscretionary and discretionary.

Nondiscretionary. Leave that is taken for personal or family illness, family emergency, a death in the family, or active military service is considered nondiscretionary leave. Reasons for this type of leave allows very little, if any, advance planning. Nondiscretionary leave will be granted to employees in the same manner as state sick leave.

Discretionary. Leave that is taken at an employee’s discretion and that can be scheduled in advance is considered discretionary leave. **An employee wishing to take discretionary personal leave must submit a notice of the request 5 days in advance of the anticipated absence to his or her principal or supervisor.** Discretionary personal leave will be granted on a first-come, first-served basis and will be subject to the following limitations:

- A maximum of 2 campus employees in each job category will be permitted to take discretionary personal leave at the same time.
- **Discretionary leave may not last more than 3 consecutive workdays. (The district may grant up to 5 days; but, any days after 5 will be docked.)**
- Discretionary leave may not be taken on the following key days:

- the day before a school holiday,
- the day after a school holiday,
- the first or last day of a semester grading period,
- any days scheduled for end-of-semester or end-of-year exams,
- days scheduled for state mandated assessments, or
- professional or staff development days.

A Discretionary Leave Form must be completed for 3 or more days. Principal must sign the form and send to the personnel office for the Assistant Superintendent's signature. The personnel office will return the approved form to the campus and send a copy to the payroll department.

Same Day Principal Approved Release Time. Principal may grant an employee permission to attend a brief off-campus appointment. All duties must be covered and must not affect student instruction. It is the employee's responsibility to make the arrangements to cover duties.

Exceptions to DEC (Local) Administrative Regulation

When an appeal is made for an exception to DEC (Local), (i.e. more than three days consecutive, day that is included in schedule of limitations, etc.) the following questions shall be used to develop criteria upon which to base the decision to grant or deny the appeal:

1. Does the employee have no more than 10 days total absence in the current year (for teachers, this will refer to 10 days absent from their assignment with students)?
2. Does the employee have days available for use as discretionary leave?
3. How will the employee's absence impact the campus or department and will it interfere with scheduled calendar events at the campus or district level?
4. Was the appeal for an exception submitted in writing?
5. Was the appeal for an exception submitted in a timely fashion?
6. If warranted by extenuating circumstances, i.e., unavailability of substitute, a supervisor may deny discretionary leave requests.

The answers to these questions will guide the assistant superintendent or superintendent in determining whether or not to approve an appeal for an exception to the stipulations of DEC (LOCAL)

Local Leave

All full-time employees shall earn local sick leave per school year as follows:

1. Employees in positions normally requiring ten months of service shall receive **six** equivalent workdays of local sick leave.

2. Employees in positions normally requiring 200 or more workdays of service shall receive **seven** equivalent workdays of local sick leave.

Local sick leave shall accumulate to a maximum of 170 equivalent workdays. Any unused balance of local sick leave shall be reduced to zero upon continuous absence from employment in the District for a period of three consecutive years.

Local leave shall be used according to the terms and conditions of state sick leave accumulated before the 1995-96 school year [see DEC(LEGAL)] except that an employee may contribute local leave to a sick leave bank.

Effective with the 2011-2012 school year, all full time employees with ten or more years of service with the Port Neches-Groves ISD who retire from the Port Neches-Groves ISD and from service in public schools in the state, shall receive payment for one hundred percent (100%) of the unused portion of the accumulated local sick leave at the rate of \$50.00 per day.

Sick Leave

Previously accumulated state sick leave is available for use and may be transferred to other school districts in Texas. State sick leave can be used only in one-half-day increments except when coordinated with family and medical leave taken on an intermittent or reduced-schedule basis or when coordinated with workers' compensation benefits. Auxiliary employees (maintenance, custodial and food service) are paid for the actual number of hours worked.

State sick leave may be used for the following reasons only:

- Employee illness
- Illness in the employee's immediate family
- Family emergency (i.e., natural disasters or life-threatening situations)
- Death in the immediate family
- Active military service

Temporary Disability

Certified employees: Any full-time employee whose position requires certification from the State Board for Educator Certification (SBEC) is eligible for temporary disability leave. The purpose of temporary disability leave is to provide job protection to full-time educators who cannot work for an extended period of time because of a mental or physical disability of a temporary nature. Temporary disability leave must be taken as a continuous block of time. It may not be taken intermittently or on a reduced schedule. A full-time educator may request to be placed on temporary disability leave or be placed on leave. Pregnancy and conditions related to pregnancy are treated the same as any other temporary disability.

Employees must request approval for temporary disability leave. An employee's notification of need for extended absence due to the employee's own medical condition shall be accepted as a request for temporary disability leave. The request must be accompanied by a physician's statement confirming the employee's inability to work and estimating a probable date of

return. If disability leave is approved, the length of leave is no longer than 180 calendar days. If disability leave is not approved, the employee must return to work or be subject to termination procedures.

If an employee is placed on temporary disability leave involuntarily, he or she has the right to request a hearing before the board of trustees. The employee may protest the action and present additional evidence of fitness to work.

When an employee is ready to return to work, the Superintendent should be notified at least 30 days in advance. The return-to-work notice must be accompanied by a physician's statement confirming that the employee is able to resume regular duties. Professional employees returning from leave will be reinstated to the school to which they were previously assigned as soon as an appropriate position is available. If a position is not available before the end of the school year, professional employees will be reinstated to a position at the original campus at the beginning of the following school year.

Family and Medical Leave (FMLA)—General Provisions

The following text is from the federal notice, *Employee Rights and Responsibilities Under the Family and Medical Leave Act*. Specific information that the district has adopted to implement the FMLA follows this general notice.

Basic Leave Entitlement. FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- For incapacity due to pregnancy, prenatal medical care or child birth;
- To care for the employee's child after birth, or placement for adoption or foster care;
- To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or
- For a serious health condition that makes the employee unable to perform the employee's job.

Military Family Leave Entitlements. An eligible employee whose spouse, son, daughter or parent is on covered active duty or called to covered active duty status may use his or her 12-week leave entitlement to address certain qualifying exigencies.

Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness*; or (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.*

***The FMLA definitions of “serious injury or illness” for current service members and veterans are distinct from the FMLA definition of “serious health condition.”**

Benefits and Protections: During FML leave, the employer must maintain the employee’s health coverage under any “group health plan” on the same terms as if the employee had continued to work. Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms.

Use of FML leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee’s leave.

Eligibility Requirements: Employees are eligible if they have worked for a covered employer for at least one year, for 1,250 hours over the previous 12 months*, and if at least 50 employees are employed by the employer within 75 miles.

*Special hours of service eligibility requirements apply to airline flight crew employees.

Definition of Serious Health Condition: A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee’s job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than 3 consecutive calendar days combined with at least two visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

Use of Leave: An employee does not need to use this leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the employer’s operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.

Substitution of Paid Leave for Unpaid Leave: Employees may choose or employers may require use of accrued paid leave while taking FMLA leave. In order to use paid leave for FMLA leave, employees must comply with the employer’s normal paid leave policies.

Employee Responsibilities: Employees must provide 30 days advance notice of the need to take FMLA leave when the need is foreseeable. When 30 days notice is not possible, the employee must provide notice as soon as practicable and generally must comply with an employer’s normal call-in procedures.

Employees must provide sufficient information for the employer to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continued treatment by a health care provider, or circumstances supporting the need for military family

leave. Employees also must inform the employer if the requested leave is for a reason for which FMLA leave was previously taken or certified. Employees also may be required to provide a certification and periodic recertification supporting the need for leave.

Employer Responsibilities: Covered employers must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice must specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, the employer must provide a reason for the ineligibility.

Covered employers must inform employees if leave will be designated as FMLA protected and the amount of leave counted against the employee's leave entitlement. If the employer determines that the leave is not FMLA-protected, the employer must notify the employee.

Unlawful Acts by Employers: FMLA makes it unlawful for any employer to:

- Interfere with, restrain, or deny the exercise of any right protected under FMLA;
- Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

Enforcement: An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer.

FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

FMLA section 109 (29 U.S.C. § 2619) required FMLA covered employers to post the text of this notice. Regulations 29 C.F.R. § 825.300 (a) may require additional disclosures.

For additional information:
1-866-4US-WAGE (1-866-487-9243) TTY: 1-877-889-5627
www.wagehour.dol.gov

Local FMLA provisions

Eligible employees can take up to 12 weeks of unpaid leave in the 12-month period from July 1 through June 30.

Use of paid leave: Family and medical leave runs concurrently with accrued sick and personal leave, temporary disability leave, compensatory time, assault leave, and absences due to a work-related illness or injury. The district will designate the leave as family and medical leave, if applicable, and notify the employee that accumulated leave will run concurrently.

Combined leave for spouses: Spouses who are employed by the district are limited to a combined total of 12 weeks of FMLA leave to care for a parent with a serious health condition; or for the birth, adoption, or foster placement of a child. Military caregiver leave for spouses is limited to a combined total of 26 weeks.

Intermittent leave: When medically necessary, an employee may take leave intermittently or on a reduced schedule. The district does not permit the use of intermittent or reduced-schedule leave for the care of a newborn child or for adoption or placement of a child with the employee.

District contact: Employees that require FMLA leave or have questions should contact Employee Benefits for details on eligibility, requirements, and limitations.

Workers' Compensation Benefits

An employee absent from duty because of a job-related illness or injury may be eligible for workers' compensation weekly income benefits if the absence exceeds seven calendar days.

An employee receiving workers' compensation wage benefits for a job-related illness or injury may choose to use accumulated sick leave or any other paid leave benefits. An employee choosing to use paid leave will not receive workers' compensation weekly income benefits until all paid leave is exhausted or to the extent that paid leave does not equal the pre-illness or injury wage. If the use of paid leave is not elected, then the employee will only receive workers' compensation wage benefits for any absence resulting from a work-related illness or injury, which may not equal his or her pre-illness or injury wage.

Assault Leave

Assault leave provides extended job income and benefits protection to an employee who is injured as the result of a physical assault suffered during the performance of his or her job. An injury is treated as an assault if the person causing the injury could be prosecuted for assault or could not be prosecuted only because that person's age or mental capacity renders the person non-responsible for purposes of criminal liability.

An employee who is physically assaulted at work may take all the leave time medically necessary (up to two years) to recover from the physical injuries he or she sustained. At the request of an employee, the district will immediately assign the employee to assault leave. Days of leave granted under the assault leave provision will not be deducted from accrued personal leave and must be coordinated with workers' compensation benefits. Upon investigation the district may change the assault leave status and charge leave used against the employee's accrued paid leave. The employee's pay will be deducted if accrued paid leave is not available.

Family Illness in Employee's Immediate Family

DEC Local

Once an employee has used any combination of days (local and state) totaling 11 days during the current school year, they are eligible to apply for use of family illness in the employee's immediate family. Maximum days allowed will be five (5). These days are not cumulative and will be granted only through written request to the Superintendent or designee. For the purposes of family illness leave, the term "immediate family" shall include:

1. Spouse.

2. Son or daughter, including a biological, adopted, or foster child, son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands in loco parentis.
3. Parent, stepparent, parent-in-law, or other individual who stands in loco parentis to the employee.
4. Sibling, stepsibling, sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

Bereavement Leave - Death in Employee's Immediate Family

In addition to other state and local leave days, each employee shall be allowed three equivalent workdays for each death in the immediate family. These days shall not be cumulative. These days shall be granted through written request to the Superintendent or his designee.

The term "**immediate family**" shall include:

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands in loco parentis.
3. Parent, stepparent, parent-in-law, or other individual who stands in loco parentis to the employee.
4. Sibling, stepsibling, sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

Doctor's Certification

An employee who is absent for personal illness for more than five (5) consecutive workdays shall submit a doctor's certification of illness and of the employee's fitness to return to work. Certification of illness shall be by a doctor who is duly registered and licensed under the Medical Practice Act of Texas, a licensed doctor of dentistry, a licensed chiropractor, or a licensed podiatrist. Members of the Christian Science church may have their illness attested to by a Christian Science practitioner. This documentation shall be submitted to the employee's principal or immediate supervisor upon return to work.

Jury Duty

Employees will receive leave with pay and without loss of accumulated leave for jury duty. Employees must present documentation of the service and may keep any compensation they receive.

Other Court Appearances

Employees will be granted paid leave to comply with a valid subpoena to appear in a civil, criminal, legislative, or administrative proceeding. Employees may be required to submit documentation of their need for leave for court appearances.

Truancy Court Appearances

An employee who is a parent or guardian of a child and any court-appointed guardian ad litem of a child who is required to miss work to attend a truancy court hearing may use personal leave or compensatory time for the absence. Employees who do not have paid leave available will be docked for any absence required because of the court appearance.

Absence from Work Procedure

A teacher who is unable to report for work should notify the principal at the earliest possible moment so that a suitable substitute may be secured before work time. It is always the responsibility of the principal or the principal's designee to engage a substitute. All other employees of the district will notify their supervisor following a procedure developed at the building level.

Military Leave

Paid leave for military service. Any employee who is a member of the Texas National Guard, Texas State Guard, or reserve component of the United States Armed Forces will be granted a paid leave of absence without loss of any accumulated leave for authorized training or duty orders. Paid military leave will not exceed 15 days each federal fiscal year. In addition, an employee is entitled to use available state and local personal or sick leave during a time of active military service.

Reemployment after military leave: Employees who leave the district to enter into the United States uniformed services or who are ordered to active state military duty (Texas National Guard or Texas State Guard) may return to employment if they are honorably discharged. Employees who wish to return to the district will be reemployed in the position they would have held if employment had not been interrupted or reassigned to an equivalent or similar position provided they can be qualified to perform the required duties. To be eligible for reemployment, employees must provide notice of their obligation or intent to perform military service, provide evidence of honorable discharge or release, and submit an application for reemployment to the Superintendent. In most cases, the length of federal military service cannot exceed five years.

Continuation of health insurance: Employees who perform service in the uniformed services may elect to continue their health plan coverage at their own cost for a period not to exceed 24 months. Employees should contact the Employee Benefits Office for details on eligibility, requirements, and limitations.

Friends Helping Friends (Replaced Catastrophic Sick Leave)

The purpose of Friends Helping Friends is to provide additional local/state personal sick days to PNGISD full-time employees in the event of an extended illness of the employee or of the employee's immediate family. (Immediate family as defined by PNGISD policy DEC (Local)). Full-time status requires that a person work a minimum of 35 hours per week. It is understood that Friends Helping Friends is a donor program based on good will and not mandatory for any employee to contribute.

Campus Principals, Maintenance Director, Transportation Coordinator or their appointed designee will be the campus representative for Friends Helping Friends. A campus group will be ALL employees working on a campus. Other individual campus groups will be: Maintenance, Transportation, Administration Building and West Groves Education Center.

Acquiring days:

- A district employee must submit their Employee Request Form to the campus principal or campus designee. (Both the Employee Request Form and Employee Donor Form can be found on the district’s website under the tab Faculty and Staff then Employee Forms.) The completed form will then be sent to the Personnel Office.

Employee requesting sick days:

1. An employee must be employed a minimum of one (1) year before requesting any local sick days. The requesting employee must have exhausted all available paid leave, including vacation days, and be docked two (2) days after submitting their request before qualifying for the program. The requesting employee cannot be receiving Workers’ Compensation payments and request Friends Helping Friends days from other employees. A recipient is not allowed to receive a daily rate which exceeds his/her current daily salary from PNGISD.
2. It is the responsibility of the requesting employee to submit a request to the campus principal or designee. The employee’s name and reason for the request must be stated on the form. The requested days must be made prior to the time the employee will be off work. Employee’s cannot request days to replace days prior to the initial request. Should the recipient be incapacitated to the extent that he/she cannot personally apply, the request may be submitted on his/her behalf by a family member, authorized agent, or the principal.
3. The maximum number of days requested by an employee may not exceed 180 days within a five (5) year period. (The year being defined as July 1 – June 30 the following year.) Days requested may range from 1 – 15 day increments. A maximum of 15 can be requested per application. A person in need of more days must submit an application requesting additional days.
4. The recipient will be informed by the personnel office whether or not their request for donations was partially or fully met.

Employees donating sick days:

1. An employee must be employed a minimum of one (1) year before donating any local sick days. An employee may donate up to 15 sick days to an employee per request in a school year (unless the request is an immediate family member as defined by PNGISD policy DEC (local). It is understood that all local sick days will be exhausted before state personal days are donated.
2. An employee donating sick days must maintain a balance of 30 combined (state and local) leave days in their bank at all times. The personnel office will be responsible for verifying the 30 day combined limit.
3. Donor forms may be obtained from the district web page and shall be submitted to the personnel office after a formal request for days has been received. The confidentiality of the donor shall be protected by staff members involved in processing the forms.

4. Donated days submitted and not used will be used for the same recipient if another request is needed for additional days. A copy of the donor form will be emailed to the donor upon use of their donated days. If an excess of donated days results, unused forms will be returned to the donor(s). All information relating to donations shall be kept confidential.

DISCLAIMER: By participating in this program I understand that these are the terms set forth by the district’s Friends Helping Friends steering committee and are subject to be adjusted accordingly after the piloting period of January 1, 2017 through June 30, 2017. The district committee is made up of the 2015-16 elected Catastrophic Leave Committee members who will serve as long as they remain an employee of PNGISD as the Friends Helping Friends steering committee for the first two years of the programs implementation.

Vacations, Holidays and Off Duty Days

Policy DED (Local)

All persons employed in positions normally requiring 12 months of service shall observe holiday and vacation schedules as follows:

Vacation

Personnel employed in positions normally requiring 240 workdays per year shall be entitled to vacation as per schedule below.

Length of service in district	Vacation Days
1 - 9 years	10
10 - 19 years	15
20 + years	20

Additionally, Custodial and Maintenance personnel employed in positions normally requiring 260 workdays per year shall observe 14 paid holidays in addition to the vacation schedule above.

Vacation Guidelines

- Vacation time for the above employees shall be granted after completion of the year(s) of service in the District and shall be awarded on July 1 of each year.
- Any full-time employee starting to work before July 1 shall be entitled to two weeks of vacation during the following contract year. One week may be granted after employment of six months and the other week after 12 months.
- Any full-time employee starting to work after July 1 and before June 30 shall be entitled to one week vacation during the current year after an employment period of six months.
- All vacation days are not cumulative and must be used within an 18-month period of the date awarded. Vacations shall be scheduled with the approval of the immediate supervisor. Employees working less than 50 percent of full-time are not eligible for vacation leave.
- The employee’s hire date must be on or before July 1 for creditable service for vacations 10, 15 and 20 years.

Holidays

Each year a Board-approved calendar is issued indicating school days, staff development and **workdays**, paydays, grade reporting dates and approved holidays. Employee input will be solicited in developing the calendar.

Off-Duty Days

Employees who work more than 220 days per year will also have off-duty days. Off-duty days are based on the number of days over their respective work year. Example: 230 day work year but calendar reflects 235 possible work days, the five (5) days over 230 are called off-duty days. All off-duty days are not cumulative and must be used within an 18-month period of the date awarded.

Definition of Work Day

A full-time contract employee, clerical employee or aide, will be counted present for one-half day of work when the employee works from the reporting time until 11:30 a. m. **ONLY** a full-time contract employee will be counted present for a full day of work when the employee works from reporting time until 2:00 p. m. All other employees **MUST** work their respective daily scheduled hours; or, use one-half day of available leave. Example: local sick leave, state personal leave, vacation, off-duty day, etc. All charges for leave and dock-days of salary will be handled on this basis.

Auxiliary employees (maintenance, custodial and food service) are paid for the actual number of hours worked.

Employee Relations and Communications Recognition and Appreciation

Continuous efforts are made throughout the year to recognize employees who make an extra effort to contribute to the success of the district. Employees are recognized at board meetings, in the district newsletter, and through special events and activities. Suggestions for persons to be recognized should be made through the Superintendent's office.

District Communications

Throughout the school year, the District publishes newsletters, brochures, fliers, calendars, news releases, and other communication materials. These publications offer employees and the community information pertaining to school activities and achievements.

Complaints and Grievances

Policy DGBA

In an effort to hear and resolve employee concerns or complaints in a timely manner and at the lowest administrative level possible, the board has adopted an orderly grievance process. Employees are encouraged to discuss their concerns or complaints with their supervisors or an appropriate administrator at any time.

The formal process provides all employees with an opportunity to be heard up to the highest level of management if they are dissatisfied with an administrative response. Once all administrative procedures are exhausted, employees can bring concerns or complaints

to the board of trustees. The district's policy concerning the process of bringing concerns and complaints can be found at: [DGBA](#)

Employee Conduct and Welfare

Standards of Conduct

Policy DH

All employees are expected to work together in a cooperative spirit to serve the best interests of the district and to be courteous to students, one another, and the public. Employees are expected to observe the following standards of conduct:

- Recognize and respect the rights of students, parents, other employees, and members of the community.
- Maintain confidentiality in all matters relating to students and coworkers.
- Report to work according to the assigned schedule.
- Notify their immediate supervisor in advance or as early as possible in the event that they must be absent or late. Unauthorized absences, chronic absenteeism, tardiness, and failure to follow procedures for reporting an absence may be cause for disciplinary action.
- Know and comply with department and district policies and procedures.
- Express concerns, complaints, or criticism through appropriate channels.
- Observe all safety rules and regulations and report injuries or unsafe conditions to a supervisor immediately.
- Use district time, funds, and property for authorized district business and activities only.

All district employees should perform their duties in accordance with state and federal law, district policies and procedures, and ethical standards. Violation of policies, regulations, or guidelines may result in disciplinary action, including termination. Alleged incidents of certain misconduct by educators, including having a criminal record, must be reported to SBEC not later than the seventh day the superintendent knew of the incident. See *Reports to the Texas Education Agency* for additional information.

The *Code of Ethics and Standard Practices for Texas Educators*, adopted by the State Board for Educator Certification, which all district employees must adhere to, is reprinted below:

Texas Educators' Code of Ethics

Statement of Purpose

The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom. The Texas educator, in maintaining the dignity of the profession, shall respect and obey the law, demonstrate personal integrity, and exemplify honesty and good moral character.

The Texas educator, in exemplifying ethical relations with colleagues, shall extend just and equitable treatment to all members of the profession. The Texas educator, in accepting a position of public trust, shall measure success by the progress of each student toward

realization of his or her potential as an effective citizen. The Texas educator, in fulfilling responsibilities in the community, shall cooperate with parents and others to improve the public schools of the community. (19 TAC 247.1(b))

Enforceable Standards

1. Professional Ethical Conduct, Practices, and Performance

Standard 1.1 The educator shall not intentionally, knowingly, or recklessly engage in deceptive practices regarding official policies of the school district, educational institution, educator preparation program, the Texas Education Agency, or the State Board for Educator Certification (SBEC) and its certification process.

Standard 1.2 The educator shall not knowingly misappropriate, divert, or use monies, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

Standard 1.3 The educator shall not submit fraudulent requests for reimbursement, expenses, or pay.

Standard 1.4 The educator shall not use institutional or professional privileges for personal or partisan advantage.

Standard 1.5 The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents of students, or other persons or organizations in recognition or appreciation of service.

Standard 1.6 The educator shall not falsify records, or direct or coerce others to do so.

Standard 1.7 The educator shall comply with state regulations, written local school board policies, and other state and federal laws.

Standard 1.8 The educator shall apply for, accept, offer, or assign a position or a responsibility on the basis of professional qualifications.

Standard 1.9 The educator shall not make threats of violence against school district employees, school board members, students, or parents of students.

Standard 1.10 The educator shall be of good moral character and be worthy to instruct or supervise the youth of this state.

Standard 1.11 The educator shall not intentionally or knowingly misrepresent his or her employment history, criminal history, and/or disciplinary record when applying for subsequent employment.

Standard 1.12 The educator shall refrain from the illegal use or distribution of controlled substances and/or abuse of prescription drugs and toxic inhalants.

Standard 1.13 The educator shall not consume alcoholic beverages on school property or during school activities when students are present.

2. Ethical Conduct toward Professional Colleagues

Standard 2.1 The educator shall not reveal confidential health or personnel information concerning colleagues unless disclosure serves lawful professional purposes or is required by law.

Standard 2.2 The educator shall not harm others by knowingly making false statements about a colleague or the school system.

Standard 2.3 The educator shall adhere to written local school board policies and

state and federal laws regarding the hiring, evaluation, and dismissal of personnel.

Standard 2.4 The educator shall not interfere with a colleague's exercise of political, professional, or citizenship rights and responsibilities.

Standard 2.5 The educator shall not discriminate against or coerce a colleague on the basis of race, color, religion, national origin, age, gender, disability, family status, or sexual orientation.

Standard 2.6 The educator shall not use coercive means or promise of special treatment in order to influence professional decisions or colleagues.

Standard 2.7 The educator shall not retaliate against any individual who has filed a complaint with the SBEC or provides information for a disciplinary investigation or proceeding under this chapter.

3. Ethical Conduct toward Students

Standard 3.1 The educator shall not reveal confidential information concerning students unless disclosure serves lawful professional purposes or is required by law.

Standard 3.2 The educator shall not intentionally, knowingly, or recklessly treat a student or minor in a manner that adversely affects or endangers the learning, physical health, mental health, or safety of the student or minor.

Standard 3.3 The educator shall not intentionally, knowingly, or recklessly misrepresent facts regarding a student.

Standard 3.4 The educator shall not exclude a student from participation in a program, deny benefits to a student, or grant an advantage to a student on the basis of race, color, gender, disability, national origin, religion, family status, or sexual orientation.

Standard 3.5 The educator shall not intentionally, knowingly, or recklessly engage in physical mistreatment, neglect, or abuse of a student or minor.

Standard 3.6 The educator shall not solicit or engage in sexual conduct or a romantic relationship with a student or minor.

Standard 3.7 The educator shall not furnish alcohol or illegal/unauthorized drugs to any person under 21 years of age unless the educator is a parent or guardian of that child or knowingly allow any person under 21 years of age unless the educator is a parent or guardian of that child to consume alcohol or illegal/unauthorized drugs in the presence of the educator.

Standard 3.8 The educator shall maintain appropriate professional educator-student relationships and boundaries based on a reasonably prudent educator standard.

Standard 3.9 The educator shall refrain from inappropriate communication with a student or minor, including, but not limited to, electronic communication such as cell phone, text messaging, email, instant messaging, blogging, or other social network communication. Factors that may be considered in assessing whether the communication is inappropriate include, but are not limited to:

- (i) the nature, purpose, timing, and amount of the communication;
- (ii) the subject matter of the communication;
- (iii) whether the communication was made openly or the educator attempted to conceal the communication;
- (iv) whether the communication could be reasonably interpreted as soliciting sexual contact or a romantic relationship;
- (v) whether the communication was sexually explicit; and

- (vi) whether the communication involved discussion(s) of the physical or sexual attractiveness or the sexual history, activities, preferences, or fantasies of either the educator or the student.

Dress and Grooming

The dress and grooming of District employees shall be clean, neat, in a manner appropriate for their assignments, and in accordance with any additional standards established by their supervisors and approved by the Superintendent.

- Tattoos must be covered at all times
- No unusual piercings

Violations of Standards of Conduct

Policies DCD and DF

Employees shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to their status as District employees. Violation of any policies, regulations, and guidelines may result in disciplinary action, including termination of employment.

Discrimination, Harassment, and Retaliation

Policies DH, DIA

Employees shall not engage in prohibited harassment, including sexual harassment, of employees, unpaid interns, student teachers, or students. While acting in the course of their employment, employees shall not engage in prohibited harassment of other persons, including board members, vendors, contractors, volunteers, or parents. A substantiated charge of harassment will result in disciplinary action.

Individuals who believe they have been discriminated or retaliated against or harassed are encouraged to promptly report such incidents to the campus principal, supervisor, or appropriate district official. If the campus principal, supervisor, or district official is the subject of a complaint, the complaint should be made directly to the superintendent. A complaint against the superintendent may be made directly to the board.

The district's policy that includes definitions and procedures for reporting and investigating discrimination, harassment, and retaliation can be found at:

[DIA](#)

Harassment of Students

Policies DF, DH, FFG, FFH

Sexual and other harassment of students by employees are forms of discrimination and are prohibited by law. Romantic or inappropriate social relationships between students and district employees are prohibited. Employees who suspect a student may have experienced prohibited harassment are obligated to report their concerns to the campus principal or other appropriate district official. All allegations of prohibited harassment or abuse of a student will be reported

to the student's parents and promptly investigated. An employee who knows of or suspects child abuse must also report his or her knowledge or suspicion to the appropriate authorities, as required by law. See *Reporting suspected child abuse*, page 44 for additional information.

The district's policy that includes definitions and procedures for reporting and investigating harassment of students can be found at:

[FFH](#) [DF](#)

Alcohol- and Drug-Abuse Prevention

Policies DH, DI

Port Neches-Groves ISD is committed to maintaining an alcohol and drug-free environment and will not tolerate the use of alcohol and illegal drugs in the workplace and at school-related or school-sanctioned activities on or off school property. Employees who use or are under the influence of alcohol or illegal drugs as defined by the Texas Controlled Substances Act during working hours may be dismissed. The district's policy regarding employee drug use can be found at:

[DH DI DI\(Exhibit\)](#)

Reporting Suspected Child Abuse

Policies DF, DG, FFG, GRA

All employees are required by state law to report any suspected child abuse or neglect, as defined by Texas Family Code §261.001, to a law enforcement agency, Child Protective Services, or appropriate state agency (e.g., state agency operating, licensing, certifying, or registering a facility) within 48 hours of the event that led to the suspicion. Alleged abuse or neglect involving a person responsible for the care, custody, or welfare of the child (including a teacher) must be reported to CPS.

Employees are also required to make a report if they have cause to believe that an adult was a victim of abuse or neglect as a child and they determine in good faith that the disclosure of the information is necessary to protect the health and safety of another child, elderly person, or person with a disability.

- Mental or emotional injury to a student or minor that results in an observable and material impairment in the student's or minor's development, learning, or psychological functioning;
- Causing or permitting a student or minor to be in a situation in which the student or minor sustains a mental or emotional injury that results in an observable and material impairment in the student's or minor's development, learning, or psychological functioning;
- Physical injury that results in substantial harm to a student or minor, or the genuine threat of substantial harm from physical injury to the student or minor, including an injury that is at variance with the history or explanation given and excluding an accident or reasonable discipline; or
- Sexual conduct harmful to a student's or minor's mental, emotional, or physical welfare.

Reports to Child Protective Services can be made to The Port Neches Police Department at 409-722-1424 or The Groves Police Department, at 409-962-0244 or The child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1-800-252-5400) or on the Web at www.txabusehotline.org. State law specifies that an employee may not delegate to or rely on another person or administrator to make the report.

Under state law, any person reporting or assisting in the investigation of reported child abuse or neglect is immune from liability unless the report is made in bad faith or with malicious intent. In addition, the district is prohibited from retaliating against an employee who, in good faith, reports child abuse or neglect or who participates in an investigation regarding an allegation of child abuse or neglect.

An employee's failure to report suspected child abuse may result in prosecution as a Class A misdemeanor. In addition, a certified employee's failure to report suspected child abuse may result in disciplinary procedures by SBEC for a violation of the Texas Educators' Code of Ethics.

Employees who suspect that a student has been or may be abused or neglected should also report their concerns to the campus principal. This includes students with disabilities who are no longer minors. Employees are not required to report their concern to the principal before making a report to the appropriate agency.

Reporting the concern to the principal does not relieve the employee of the requirement to report it to the appropriate state agency. In addition, employees must cooperate with investigators of child abuse and neglect. Interference with a child abuse investigation by denying an interviewer's request to interview a student at school or requiring the presence of a parent or school administrator against the desires of the duly authorized investigator is prohibited.

Sexual Abuse and Maltreatment of Children

The district has established a plan for addressing child sexual abuse, which may be accessed from the campus principal. As an employee, it is important for you to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility under state law for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Employees are required to follow the procedures described above in *Reporting Suspected Child Abuse*.

Information for Review

The Department of Protective and Regulatory Services, Local Law Enforcement Agencies, and Independent School Districts have certain obligations pursuant to the Texas Family Code, and the Texas Code of Criminal Procedures regarding reporting, investigation and protection of abused and neglected children in the State of Texas.

In accordance with Chapter 261.101 and 261.103 of the Texas Family Code: A person having cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report as provided by this sub chapter a report shall be made to: (1) any local or state law enforcement agency; (2) the department (TDPRS) if the alleged or suspected abuse involves a person responsible for the care, custody or welfare of the child.

To insure compliance with the laws of Texas and the maximum protection of children involved with the Port Neches-Groves Independent School District and the Department of Protective and Regulatory Services (Child Protective Services Division) the following procedures are proposed:

It shall be the duty of all school personnel (teachers, principals, etc.) to report child abuse or neglect to the TDPRS or local law enforcement agencies. A report made to the Texas Education Agency will not satisfy the statutory reporting requirements.

The legal duty to report lies with each person who has cause to believe that abuse or neglect has occurred. It is the responsibility of the individual, not the school district, to make the report. A person who has cause to make a report, but knowingly fails to do so commits a criminal offense (Texas Family Code, Section 261.109).

**A SECURE website has been established for School Professionals: <https://reportabuse.ws>

**The State Wide Intake number is 1-800-252-5400

Reports may include, but are not limited to, any of the following:

- A. Death of a child.
- B. Physical injury of a child.
- C. Parent is threatening injury or death to a child or child is threatening suicide because of abuse or neglect.
- D. Failure to thrive syndrome or a severely malnourished child.
- E. Sexual abuse of a child by a relative or household member.
- F. Child is left alone, deserted, lost, abandoned, or totally without parental supervision or other caretaker supervision.
- G. Child appears to be lacking basic physical necessities, is starving or freezing.
- H. Child, due to lack of medical attention, is in danger of death or serious physical harm.
- I. Caretaker is behaving in a bizarre, psychotic, extremely intoxicated or drugged manner, or is threatening imminent suicide in a child's presence.
- J. Severely exploited child.
- K. Alleged abuse of a child by a school district employee

All reports are confidential and can only be shared with Law Enforcement and the family "for purposes consistent with the purposes of the Texas Family Code under regulations adopted by DPRS". However, written notification of findings will be sent to the complainant. In addition, case information necessary to meet the needs of the child in the school setting will be shared with school personnel.

Upon arrival at the school, the caseworker will make his/her presence known to the

appropriate school personnel.

The investigating caseworker must present his/her official Texas Department of Protective and Regulatory Services identification upon the request of the school personnel.

The school will provide a place for the investigating caseworker to interview the child that assures the privacy, comfort, and confidentiality of the interview.

To assure confidentiality of the interview, only the investigation caseworker (s) and child will be present during an interview conducted as part of an investigation. The caseworker will be responsible for contacting the parent/caregiver regarding CPS's interview with the child.

The following provisions will govern investigations or reports of abuse/neglect of children when the alleged perpetrator is an employee of the school district or a volunteer in the school; and the alleged abuse/neglect is to have taken place at school.

- A. Any suspected abuse/neglect must be reported to Law Enforcement or TDPRS immediately.
- B. Upon receipt of such a report of abuse/neglect, TDPRS will orally report the complaint to the principal of the school (or his/her designee), who will advise the district chain of command of the complaint and request that the school district cooperate with CPS by participating in the investigation of the complaint.

Fraud and Financial Impropriety

Policy CAA

All employees should act with integrity and diligence in duties involving the district's financial resources. The district prohibits fraud and financial impropriety, as defined below. Fraud and financial impropriety includes the following:

- Forgery or unauthorized alteration of any document or account belonging to the district
- Forgery or unauthorized alteration of a check, bank draft, or any other financial document
- Misappropriation of funds, securities, supplies, or other district assets, including employee time
- Impropriety in the handling of money or reporting of district financial transactions
- Profiteering as a result of insider knowledge of district information or activities
- Unauthorized disclosure of confidential or proprietary information to outside parties
- Unauthorized disclosure of investment activities engaged in or contemplated by the district
- Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the district except as otherwise permitted by law or district policy
- Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment
- Failing to provide financial records required by federal, state or local entities
- Failure to disclose conflicts of interest as required by law or district policy

- Any other dishonest act regarding the finances of the district
- Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards

Conflict of Interest

Policy DBD

Employees are required to disclose in writing to the district any situation that creates a potential conflict of interest with proper discharge of assigned duties and responsibilities or creates a potential conflict of interest with the best interests of the district. This includes the following:

- A personal financial interest
- A business interest
- Any other obligation or relationship
- Nonschool employment

Employees should contact their supervisor for additional information.

Gifts and Favors

Policy DBD

Employees may not accept gifts or favors that could influence, or be construed to influence, the employee's discharge of assigned duties. The acceptance of a gift, favor, or service by an administrator or teacher that might reasonably tend to influence the selection of textbooks, electronic textbooks, instructional materials or technological equipment may result in prosecution of a Class B misdemeanor offense. This does not include staff development, teacher training, or instructional materials, such as maps or worksheets, that convey information to students or contribute to the learning process.

Associations and Political Activities

Policy DGA

The district will not directly or indirectly discourage employees from participating in political affairs or require any employee to join any group, club, committee, organization, or association. Employees may join or refuse to join any professional association or organization.

An individual's employment will not be affected by membership or a decision not to be a member of any employee organization that exists for the purpose of dealing with employers concerning grievances, labor disputes, wages, rates of pay, hours of employment, or conditions of work. Use of district resources, including work time, for political activities is prohibited.

The district encourages personal participation in the political process, including voting. Employees who need to be absent from work to vote during the early voting period or on election day must communicate with their immediate supervisor prior to the absence.

Safety

Policy CK

The district has developed and promotes a comprehensive program to ensure the safety of its employees, students, and visitors. The safety program includes guidelines and procedures for responding to emergencies and activities to help reduce the frequency of accidents and injuries. To prevent or minimize injuries to employees, coworkers, and students and to protect and conserve district equipment, employees must comply with the following requirements:

- Observe all safety rules.
- Keep work areas clean and orderly at all times.
- Immediately report all accidents to their supervisor.
- Operate only equipment or machines for which they have training and authorization.
- Prohibition on use of cell phones or electronic devices while driving.

Employees with questions or concerns relating to safety programs and issues can contact Dale Fontenot, Director of Information Services, Safety and Homeland Security.

Tobacco Products and E-Cigarette Use

Policies DH, GKA, FNCD

State law prohibits smoking, using tobacco products, or e-cigarettes on all district-owned property and at school-related or school-sanctioned activities, on or off school property. This includes all buildings, playground areas, parking facilities, and facilities used for athletics and other activities. Drivers of district-owned vehicles are prohibited from smoking, using tobacco products or e-cigarettes while inside the vehicle. Notices stating that smoking is prohibited by law and punishable by a fine are displayed in prominent places in all school buildings.

Personal Use of Electronic Communications

Policy DH

Electronic media includes all forms of social media, such as text messaging, instant messaging, electronic mail (e-mail), Web logs (blogs), electronic forums (chat rooms), video-sharing Web sites (e.g., YouTube), editorial comments posted on the Internet, and social network sites (e.g., Facebook, Twitter, LinkedIn, “wikis”, Instagram, etc.).

Electronic communication also includes all forms of telecommunication such as landlines, cell phones, and Web-based applications.

As role models for the district’s students, employees will be held to the same professional standards in his or her public use of electronic media as for any other public conduct. If an employee’s use of electronic media violates state or federal law or district policy, or interferes with the employee’s ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

If an employee wishes to use a social network site or similar media for personal purposes, the employee is responsible for the content on the employee’s page, including content added by the employee, the employee’s friends, or members of the public who can access the employee’s page, and for Web links on the employee’s page. The employee is also responsible for maintaining privacy settings appropriate to the content.

An employee who uses electronic media for personal purposes shall observe the following:

- The employee may not set up or update the employee's personal social network page(s) using the district's computers, network, or equipment.
- The employee shall limit use of personal electronic communication devices to send or receive calls, text messages, pictures, and videos to breaks, meal times, and before and after scheduled work hours, unless there is an emergency or the use is authorized by a supervisor to conduct district business.
- The employee shall not use the district's logo or other copyrighted material of the district without express, written consent.
- An employee may not share or post, in any format, information, videos, or pictures obtained while on duty or on district business unless the employee first obtains written approval from the employee's immediate supervisor. Employees should be cognizant that they have access to information and images that, if transmitted to the public, could violate privacy concerns.
- The employee continues to be subject to applicable state and federal laws, local policies, administrative regulations, and the Texas Educators' Code of Ethics even when communicating regarding personal and private matters, regardless of whether the employee is using private or public equipment, on or off campus. These restrictions include:
 - Confidentiality of student records. [See Policy FL]
 - Confidentiality of health or personnel information concerning colleagues, unless disclosure serves lawful professional purposes or is required by law. [See Policy DH (EXHIBIT)]
 - Confidentiality of district records, including educator evaluations. [See Policy GBA]
 - Copyright law. [See Policy CY]
 - Prohibition against harming others by knowingly making false statements about a colleague or the school system. [See Policy DH (EXHIBIT)]

Electronic Communications between Employees, Students, and Parents

Policy DH

A certified or licensed employee, or any other employee designated in writing by the superintendent or a campus principal, may communicate through electronic media with students who are currently enrolled in the district. The employee must comply with the provisions outlined below. All other employees are prohibited from communicating with students who are enrolled in the district through electronic media.

An employee is not subject to these provisions to the extent the employee has a social or family relationship with a student. For example, an employee may have a relationship with a niece or nephew, a student who is the child of an adult friend, a student who is a friend of the employee's child, or a member or participant in the same civic, social, recreational, or religious organization. An employee who claims an exception based on a social relationship shall provide written consent from the student's parent. The written consent shall include an acknowledgement by the parent that:

- The employee has provided the parent with a copy of this protocol This paragraph

provides an exception for employees who have a social or family relationship with a student. 7/10/2015 Employee Conduct and Welfare 55. The employee and the student have a social relationship outside of school;

- The parent understands that the employee’s communications with the student are excepted from district regulation; and
- The parent is solely responsible for monitoring electronic communications between the employee and the student.

The following definitions apply for the use of electronic communication with students:

- *Electronic communication* includes all forms of social media, such as text messaging, instant messaging, electronic mail (e-mail), Web logs (blogs), electronic forums (chat rooms), video-sharing Web sites (e.g., YouTube), editorial comments posted on the Internet, and social network sites (e.g., Facebook, Twitter, LinkedIn, “wikis”, Instagram). *Electronic media* also includes all forms of telecommunication such as landlines, cell phones, and Web-based applications.
- *Communicate* means to convey information and includes a one-way communication as well as a dialogue between two or more people. A public communication by an employee that is not targeted at students (e.g., a posting on the employee’s personal social network page or a blog) is not a *communication*; however, the employee may be subject to district regulations on personal electronic communications. See *Personal Use of Electronic Media*, above. Unsolicited contact from a student through electronic means is not a *communication*.
- *Certified or licensed employee* means a person employed in a position requiring SBEC certification or a professional license, and whose job duties may require the employee to communicate electronically with students. The term includes classroom teachers, counselors, principals, librarians, paraprofessionals, nurses, educational diagnosticians, licensed therapists, and athletic trainers.

An employee who uses electronic media to communicate with students shall observe the following:

- The employee may use any form of electronic communication **except** text messaging. Only a teacher, trainer, or other employee who has an extracurricular duty may use text messaging, and then only to communicate with students who participate in the extracurricular activity over which the employee has responsibility. An employee who communicates with a student using text messaging shall comply with the following protocol:
 - The employee shall include at least one of the student’s parents or guardians as a recipient on each text message to the student so that the student and parent receive the same message;
 - The employee shall include his or her immediate supervisor as a recipient on each text message to the student so that the student and supervisor receive the same message; or
 - For each text message addressed to one or more students, the employee shall send a copy of the text message to the employee’s district e-mail address.

- The employee shall limit communications to matters within the scope of the employee’s professional responsibilities (e.g., for classroom teachers, matters relating to class work, homework, and tests; for an employee with an extracurricular duty, matters relating to the extracurricular activity).
- The employee is prohibited from knowingly communicating with students through a personal social network page; the employee must create a separate social network page (“professional page”) for the purpose of communicating with students. The employee must enable administration and parents to access the employee’s professional page.
- The employee shall not communicate directly with any student between the hours of 10:00 p.m. and 7:00 a.m. An employee may, however, make public posts to a social network site, blog, or similar application at any time.
- The employee does not have a right to privacy with respect to communications with students and parents.
- The employee continues to be subject to applicable state and federal laws, local policies, administrative regulations, and the Texas Educators’ Code of Ethics including:
 - Compliance with the Public Information Act and the Family Educational Rights and Privacy Act (FERPA), including retention and confidentiality of student records. [See Policies CPC and FL]
 - Copyright law [Policy EFE]
 - Prohibitions against soliciting or engaging in sexual conduct or a romantic relationship with a student. [See Policy DF]
- Upon request from administration, an employee will provide the phone number(s), social network site(s), or other information regarding the method(s) of electronic media the employee uses to communicate with one or more currently- enrolled students.
- Upon written request from a parent or student, the employee shall discontinue communicating with the student through e-mail, text messaging, instant messaging, or any other form of one-to-one communication.

An employee may request an exception from one or more of the limitations above by submitting a written request to his or her immediate supervisor.

Criminal History Background Checks

Policy DBAA

Employees may be subject to a review of their criminal history record information at any time during employment. National criminal history checks based on an individual’s fingerprints, photo, and other identification will be conducted on certain employees and entered into the Texas Department of Public Safety (DPS) Clearinghouse. This database provides the district and SBEC with access to an employee’s current national criminal history and updates to the employee’s subsequent criminal history.

Employee Arrests and Convictions

Policy DH

An employee must notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of any felony, any offense involving moral turpitude, and any of the other offenses listed below:

- Crimes involving school property or funds
- Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator
- Crimes that occur wholly or in part on school property or at a school-sponsored activity
- Crimes involving moral turpitude

Moral turpitude includes the following:

- Dishonesty
- Fraud
- Deceit
- Theft
- Misrepresentation
- Deliberate violence
- Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor
- – Crimes involving any felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance
- Felonies involving driving while intoxicated (DWI)
- Acts constituting abuse or neglect under the SBEC rules

If an educator is arrested or criminally charged, the superintendent is also required to report the educators' criminal history to the Division of Investigations at TEA.

Possession of Firearms and Weapons

Policies DH, FNCG, GKA

Employees, visitors, and students, including those with a license to carry a handgun, are prohibited from bringing firearms, knives, clubs or other prohibited weapons onto school premises (i.e., building or portion of a building) or any grounds or building where a school-sponsored activity takes place. To ensure the safety of all persons, employees who observe or suspect a violation of the district's weapons policy should report it to their supervisors or call the Superintendent immediately.

Visitors in the Workplace

Policy GKC

All visitors are expected to enter any district facility through the main entrance and sign in or report to the building's main office. Authorized visitors will receive directions or be escorted to their destination. Employees who observe an unauthorized individual on the district premises should immediately direct him or her to the building office or contact the administrator in charge.

Copyrighted Materials

Policy CY

Employees are expected to comply with the provisions of federal copyright law relating to the unauthorized use, reproduction, distribution, performance, or display of copyrighted materials (i.e., printed material, videos, computer data and programs, etc.). Electronic media, including motion pictures and other audiovisual works, are to be used in the classroom for instructional purposes only. Duplications are to be used in the classroom for educational purposes only. Duplication or backup of computer programs and data must be made within the provisions of the purchase agreement.

Computer Use and Data Management

Policy CQ

The district's electronic communications systems, including its network access to the Internet, is primarily for administrative and instructional purposes. Limited personal use of the system is permitted if the use:

- Imposes no tangible cost to the district
- Does not unduly burden the district's computer or network resources
- Has no adverse effect on job performance or on a student's academic performance

Electronic mail transmissions and other use of the electronic communications systems are not confidential and can be monitored at any time to ensure appropriate use.

Employees who are authorized to use the systems are required to abide by the provisions of the district's communications systems policy and administrative procedures. Failure to do so can result in suspension or termination of privileges and may lead to disciplinary action. Employees with questions about computer use and data management can contact Brenda Duhon at the West Groves Education Center.

Asbestos Management Plan

Policy CKA

The district is committed to providing a safe environment for employees. An accredited management planner has developed an asbestos management plan for each piece of district property. A copy of the district's management plan is kept in the Maintenance Office and is available for inspection during normal business hours.

Pest Control Treatment

Policy DI, CLB

Employees are prohibited from applying any pesticide or herbicide without appropriate training and prior approval of the integrated pest management (IPM) coordinator. Any application of pesticide or herbicide must be done in a manner prescribed by law and the district's integrated pest management program.

Notices of planned pest control treatment will be posted in a district building 48 hours before the treatment begins. Notices are generally located on bulletin boards in the teachers' lounge

and in the front office. In addition, individual employees may request in writing to be notified of pesticide applications. An employee who requests individualized notice may be notified by telephone, written or electric means. Pest control information sheets are available from campus principals or facility managers upon request.

General Procedures

Bad Weather Closing

The district may close schools because of bad weather or emergency conditions. When such conditions exist, the superintendent will make the official decision concerning the closing of the district's facilities. When it becomes necessary to open late, to release students early, or to cancel school, district officials will post a notice on the district's Web site (www.pngisd.org) and notify the following radio and television stations:

Radio Stations

KAYD	97 FM
KLVI	56 AM
KYKR	95.1 FM
KKMY	104.5 FM

Television Stations

KBMT Channel 12
KFDM Channel 6
KBTV Fox 4

Emergencies

Policies CKC, CKD

All employees should be familiar with the safety procedures for responding to a medical emergency and the evacuation diagrams posted in their work areas. Emergency drills will be conducted to familiarize employees and students with safety and evacuation procedures. Each campus is equipped with an automatic external defibrillator (AED).

Fire extinguishers are located throughout all district buildings. Employees should know the location of these devices and procedures for their use.

Early Dismissal Time

(when adopted and on the school calendar)

Unless otherwise announced, early dismissal dates will be two hours earlier than the normal dismissal time for that campus.

Purchasing Procedures

Policy CH

All requests for purchases must be submitted to the District's Business Office on an official district purchase order (PO) form with the appropriate approval signatures. No purchases, charges, or commitments to buy goods or services for the district can be made without a PO number. The district will not reimburse employees or assume responsibility for purchases made without authorization. Employees are not permitted to purchase supplies or equipment for personal use through the district's business office.

Contact Sheri Drawhorn, Business Manager for additional information on purchasing

procedures.

Name and Address Changes

It is important that employment records be kept up to date. Employees must notify the Personnel Office if there are any changes or corrections to their name, home address, home telephone number, marital status, emergency contact, or beneficiary. Forms to process a change in personal information can be obtained from the Personnel Office and on the district website.

Personnel Records

Policy GBA

Most district records, including personnel records, are public information and must be released upon request. Employees may choose to have the following personal information withheld:

- Address
- Phone number, including personal cell phone number
- Social Security number
- Emergency Contact Information
- Information that reveals whether they have family members
- Personal e-mail address

The choice to not allow public access to this information may be done at any time by submitting a written request to the personnel office. New or terminating employees have 14 days after hire or termination to submit a request. Otherwise, personal information will be released to the public.

Facility Use

Policies DGA, GKD

Employees who wish to use district facilities after school hours must follow established procedures. Campus principals are responsible for scheduling the use of facilities after school hours. Contact the campus principal to request to use school facilities and to obtain information on the fees charged.

Termination of Employment Resignations

Policy DFE

Contract Employees

Contract employees may resign their position without penalty at the end of any school year if written notice is received 45 days before the first day of instruction of the following school year. A written notice of resignation should be submitted to the superintendent. Contract employees may resign at any other time only with the approval of the superintendent or the board of trustees. Resignation without consent may result in disciplinary action by the State Board for Educator Certification (SBEC).

The superintendent will notify SBEC when an employee resigns and reasonable evidence exists to indicate that the employee has engaged in any of the acts listed in *Reports to the*

Noncontract Employees

Noncontract employees may resign their positions at any time. A written notice of resignation should be submitted to the superintendent or assistant superintendent at least two weeks prior to the effective date. Employees are encouraged to include the reasons for leaving in the letter of resignation but are not required to do so.

Sanctions

On written complaint of the District, the State Board for Educator Certification (SBEC) may impose sanctions against an employee who is employed under a contract for the following school year and resigns, fails without good cause to comply with the resignation deadlines, and fails without good cause to perform the contract. Education Code 21.105, 21.160, 21.210

Dismissal or Nonrenewal of Contract Employees

Policies DFAA, DFAB, DFBA, DFBB, DFCA, DFD, DFF, DFFA, DFFB, DFFC, DFFD
Employees on probationary, term, and continuing contracts can be dismissed during the school year or non-renewed at the end of the year according to the procedures outlined in district policies. Contract employees dismissed during the school year, suspended without pay, or subject to a reduction in force are entitled to receive notice of the recommended action, an explanation of the charges against them, and an opportunity for a hearing. The time lines and procedures to be followed when a suspension, termination, or nonrenewal occurs will be provided when a written notice is given to an employee. Advance notification requirements do not apply when a contract employee is dismissed for failing to obtain or maintain appropriate certification or when the employee's certification is revoked for misconduct. Information on the time lines and procedures can be found in the DF series policies that are provided to employees or in the policy manuals located on line or in the Personnel Office.

Dismissal of Noncontract Employees

Policy DCD

Noncontract employees are employed at will and may be dismissed without notice, a description of the reasons for dismissal, or a hearing. It is unlawful for the district to dismiss any employee for reasons of race, religion, sex, national origin, disability, military status, any other basis protected by law, or in retaliation for the exercise of certain protected legal rights. Noncontract employees who are dismissed have the right to grieve the termination. The dismissed employee must follow the district process outlined in this handbook when pursuing the grievance. (See *Complaints and grievances*, page 46.)

Exit Interviews and Procedures

Policy DC

Exit interviews will be scheduled for all employees leaving the district. Information on the continuation of benefits, release of information, and procedures for requesting references will be provided at this time. Separating employees are asked to provide the district with a forwarding address and phone number and complete a questionnaire that provides the district

with feedback on his or her employment experience. All district keys, books, property, and equipment must be returned upon separation from employment.

Reports to Texas Education Agency

Policy DF, DHB

The dismissal of a certified employee must be reported to the Division of Investigations at TEA whenever the termination is based on evidence that the employee was involved in any of the following:

- Any form of sexual or physical abuse of a minor or any other unlawful conduct with a student or a minor
- Soliciting or engaging in sexual conduct or a romantic relationship with a student or minor
- The possession, transfer, sale, or distribution of a controlled substance. The illegal transfer, appropriation, or expenditure of district or school property or funds
- An attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit for the purpose of promotion or additional compensation
- Committing a criminal offense or any part of a criminal offense on district property or at a school-sponsored event

The superintendent is also required to notify TEA when a certified employee resigns and there is evidence that the educator engaged in the conduct listed above.

The reporting requirements above are in addition to the superintendent's ongoing duty to notify TEA when a certified employee has a reported criminal history. "Reported criminal history" means any formal criminal justice system charges and dispositions including arrests, detentions, indictments, criminal information, convictions, deferred adjudications, and probations in any state or federal jurisdiction.

Reports Concerning Court-Ordered Withholding

The district is required to report the termination of employees that are under court order or writ of withholding for child support or spousal maintenance to the court and the individual receiving the support (Texas Family Code §8.210, 158.211). Notice of the following must be sent to the court and support recipient:

- Termination of employment not later than the seventh day after the date of termination
- Employee's last known address
- Name and address of the employee's new employer, if known

Student Issues

Equal Educational Opportunities

Policies FB, FFH

The Port Neches-Groves ISD does not discriminate on the basis of race, color, religion, national origin, gender, or disability in providing education services, activities, and pro-

grams, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

Questions or concerns about discrimination of students on any of the bases listed above should be directed to either the Superintendent or Assistant Superintendent.

Student Records

Policy FL

Student records are confidential and are protected from unauthorized inspection or use. Employees should take precautions to maintain the confidentiality of all student records. The following people are the only people who have general access to a student's records:

- Parents Married, separated, or divorced unless parental rights have been legally terminated and the school has been given a copy of the court order terminating parental rights
- The rights of parents transfer to a student who turns 18 or is enrolled in an institution of post-secondary education. A district is not prohibited from granting the student access to the student's records before this time.
- School officials with legitimate educational interests

The student handbook provides parents and students with detailed information on student records. Parents or students who want to review student records should be directed to the campus principal for assistance.

Parent and Student Complaints

Policy FNG

In an effort to hear and resolve parent and student complaints in a timely manner and at the lowest administrative level possible, the board has adopted orderly processes for handling complaints on different issues. Any campus office or the superintendent's office can provide parents and students with information on filing a complaint.

Parents are encouraged to discuss problems or complaints with the teachers or the appropriate administrator at any time. Parents and students with complaints that cannot be resolved to their satisfaction should be directed to the campus principal. The formal complaint process provides parents and students with an opportunity to be heard up to the highest level of management if they are dissatisfied with a principal's response.

Administering Medication to Students

Policy FFAC

Only designated employees may administer prescription medication, nonprescription medication, and herbal or dietary supplements to students. Exceptions apply to the self-administration of asthma medication, medication for anaphylaxis (e.g., EpiPen[®]), and

medication for diabetes management, if the medication is self-administered in accordance with district policy and procedures. A student who must take any other medication during the school day must bring a written request from his or her parent and the medicine, in its original, properly labeled container. Contact the principal or school nurse for information on procedures that must be followed when administering medication to students.

Dietary Supplements

Policies DH, FFAC

District employees are prohibited by state law from knowingly selling, marketing, or distributing a dietary supplement that contains performance-enhancing compounds to a student with whom the employee has contact as part of his or her school district duties. In addition, employees may not knowingly endorse or suggest the ingestion, intranasal application, or inhalation of a performance-enhancing dietary supplement to any student.

Psychotropic Drugs

Policy FFAC

A psychotropic drug is a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication. It is intended to have an altering effect on perception, emotion, or behavior and is commonly described as a mood or behavior altering substance.

District employees are prohibited by state law from doing the following:

- Recommending that a student use a psychotropic drug
- Suggesting a particular diagnosis
- Excluding from class or school-related activity a student whose parent refuses to consent to a psychiatric evaluation or to authorize the administration of a psychotropic drug to a student

Student Conduct and Discipline

Policies in the FN series and FO series

Students are expected to follow the classroom rules, campus rules, and rules listed in the Student Handbook and Student Code of Conduct. Teachers and administrators are responsible for taking disciplinary action based on a range of discipline management strategies that have been adopted by the district. Other employees that have concerns about a particular student's conduct should contact the classroom teacher or campus principal.

Student Attendance

Policy FEB

Teachers and staff should be familiar with the district's policies and procedures for attendance accounting. These procedures require minor students to have parental consent before they are allowed to leave campus. When absent from school, the student, upon returning to school, must bring a note signed by the parent that describes the reason for the absence. These requirements are addressed in campus training and in the student handbook. Contact the campus principal for additional information.

Bullying

Policy FFI

All employees are required to report student complaints of bullying to the campus principal of designee. The district's policy that includes definitions and procedures for reporting and investigating bullying of students is reprinted below:

Student Welfare - Freedom from Bullying

Policy FFI (Local)

Note: This policy addresses bullying of District students. For provisions regarding discrimination, harassment, and retaliation involving District students, see FFH. For reporting requirements related to child abuse and neglect, see FFG.

Bullying Prohibited	The District prohibits bullying as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy.
Definition	<p>Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District and that:</p> <ol style="list-style-type: none">1. Has the effect or will 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; or2. Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student. <p>This conduct is considered bullying if it:</p> <ol style="list-style-type: none">1. Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and2. Interferes with a student's education or substantially disrupts the operation of a school.
Examples	Bullying of a student may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name calling, rumor spreading, or ostracism.
Retaliation	The District prohibits retaliation by a student or District employee against any person who in good faith makes a report of bullying, serves as a witness, or participates in an

investigation.

Examples	Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.
False Claim	A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding bullying shall be subject to appropriate disciplinary action.
Timely Reporting	Reports of bullying shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to promptly report may impair the District's ability to investigate and address the prohibited conduct.
Reporting Procedures Student Report	To obtain assistance and intervention, any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to a teacher, counselor, principal, or other District employee.
Employee Report	Any District employee who suspects or receives notice that a student or group of students has or may have experienced bullying shall immediately notify the principal or designee.
Report Format	A report may be made orally or in writing. The principal or designee shall reduce any oral reports to written form.
Prohibited Conduct	The principal or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFH, including dating violence and harassment or discrimination on the basis of race, color, religion, gender, national origin, or disability. If so, the District shall proceed under policy FFH. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFH shall include a determination on each type of conduct.
Investigation of Report	The principal or designee shall conduct an appropriate investigation based on the allegations in the report. The principal or designee shall promptly take interim action calculated to prevent bullying during the course of an investigation, if appropriate.
Concluding the Investigation	Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the initial report alleging bullying; however, the principal or designee shall take additional time if necessary to complete a thorough investigation. The principal or designee shall prepare a final, written report of the investigation. The report shall include a determination

of whether bullying occurred, and if so, whether the victim used reasonable self-defense. A copy of the report shall be sent to the Superintendent or designee.

Notice to Parents	If an incident of bullying is confirmed, the principal or designee shall promptly notify the parents of the victim and of the student who engaged in bullying.
District Action Bullying	If the results of an investigation indicate that bullying occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the District's Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.
Discipline	<p>A student who is a victim of bullying and who used reasonable self-defense in response to the bullying shall not be subject to disciplinary action.</p> <p>The discipline of a student with a disability is subject to applicable state and federal law in addition to the Student Code of Conduct.</p>
Corrective Action	Examples of corrective action may include a training program for the individuals involved in the complaint, a comprehensive education program for the school community, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where bullying has occurred, and reaffirming the District's policy against bullying.
Transfers	The principal or designee shall refer to FDB for transfer provisions.
Counseling	The principal or designee shall notify the victim, the student who engaged in bullying, and any students who witnessed the bullying of available counseling options.
Improper Conduct	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take action in accordance with the Student Code of Conduct or any other appropriate corrective action.
Confidentiality	To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.
Appeal	A student who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level.
Records Retention	Retention of records shall be in accordance with CPC(LOCAL).

Access to Policy and Procedures

This policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District's Web site, to the extent practicable, and shall be readily available at each campus and the District's administrative offices.

Hazing

Policy FNCC

Students must have prior approval from the principal or designee for any type of "initiation rites" of a school club or organization. While most initiation rites are permissible, engaging in or permitting "hazing" is a criminal offense. Any teacher, administrator, or employee who observes a student engaged in any form of hazing, who has reason to know or suspect that a student intends to engage in hazing, or has engaged in hazing must report that fact or suspicion to the designated campus discipline person.

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT
BOARD DOCUMENT**

MEETING DATE: July 8, 2019

AGENDA ITEM: Recommend Approval of Policy EIC(LOCAL)

Policy EIC(LOCAL) is being updated to reflect revisions listed below.

Revisions to Policy EIC(LOCAL) align with our current procedures for determining class rank, weights, top honor graduates, and transfer credits.

Recommendation: It is recommended that the Board of Trustees approve the revisions to Policy EIC(LOCAL).

Resource Personnel: Julie Gauthier, Assistant Superintendent for Administrative Services

PROPOSED POLICY

**Consistent
Application for
Graduating Class**

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

Calculation

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken in grades 9–12 only.

The calculation shall include failing grades.

Exclusions

The calculation of class rank shall exclude grades earned in summer school.

**Weighted Grade
System**

The District shall categorize and weight eligible courses as Honors and Regular in accordance with provisions of this policy and as designated in appropriate District publications.

Categories

Honors

Eligible Advanced Placement (AP) and Pre-AP courses in English, mathematics, science, social studies, and languages other than English shall be categorized and weighted as Honors courses.

Regular

All other eligible courses shall be categorized and weighted as Regular courses.

**Weighted Grade
Point Average**

The District shall convert semester grades earned in eligible courses to grade points in accordance with the following chart and shall calculate a weighted grade point average (GPA):

Grade	Honors	Regular
90–100	5.0	4.0
80–89	4.0	3.0
75–79	3.0	2.0
70–74	2.0	1.0
Below 70	0	0

Transferred Grades

When a student transfers semester grades for courses that would be eligible under the Regular category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by

the District only if the same course is offered to the same class of students in the District.

Local Graduation Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the fall semester of the senior year.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

Valedictorian and Salutatorian

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively. To be eligible for this local graduation honor, a student must:

1. Have been continuously enrolled in the District high school for the two school years immediately preceding graduation;
2. Be graduating after exactly eight semesters of enrollment in high school; and
3. Have completed the foundation program with the distinguished level of achievement.

Breaking Ties

In case of a tie for recognition as valedictorian and salutatorian in weighted GPAs after calculation to the second decimal place, the District shall calculate an unweighted numerical grade average using grades earned in all eligible courses taken by each student involved in the tie.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

Other Local Honors

The District shall also honor the following graduates.

Summa Cum Laude

A student whose GPA falls within the top two percent of class rank shall be honored as summa cum laude.

Magna Cum Laude

A student whose GPA falls within the top five percent of class rank shall be honored as magna cum laude.

Cum Laude

A student whose GPA falls within the top ten percent of class rank shall be honored as cum laude.

Recognized

A student whose GPA falls within the top two percent of class rank shall be honored as recognized.

**Highest-Ranking
Graduate**

The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

Port Neches-Groves Independent School District

Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Consider Approval of Quarterly Investment Report Ending May 31, 2019

Section 2256.023 of the Public Funds Investment Act, as amended during the 74th Legislature, requires the investment officer to prepare and submit to the governing body of the entity, not less than quarterly, a written report of investment transactions for all funds covered by the Act for the preceding quarter.

Investment Officer:



Sheri Drawhorn

Recommendation: It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve the Quarterly Investment Report Ending May 2019

Resource Personnel: Sheri Drawhorn, Business Manager

**QUARTERLY INVESTMENT REPORT
FOR THE QUARTER ENDED MAY 31, 2019**

Investment Program

The legal requirements and local authority for investment of district funds are detailed in Board Policy CDA (Legal) and CDA (Local) as adopted by the Board of Trustees. The investments utilized by Port Neches-Groves ISD for the Quarter Ended May 31, 2019 included Lone Star Investment Pool, BBVA Compass Money Market and Certificates of Deposits, and TD Ameritrade.

Investment Position at May 31, 2019

	<u>Book Value</u>	<u>Market Value</u>
Lone Star Investment Pool	\$13,696,858.77	\$13,697,654.94
TD Ameritrade	\$5,322,779.21	\$5,342,242.90
Money Market – BBVA Compass	\$10,147,045.37	\$10,147,045.37
	<hr/>	
Total	<u>\$29,166,683.35</u>	<u>\$29,186,943.21</u>

Investment Activity

**Schedule of Transactions by Fund Group
Investments in Lone Star Investment Pool
Quarter Ended May 31, 2019**

	Carrying Amount 2/28/2019	Additions 03/01-05/31	Deductions 03/01-05/31	Changes In Market Value 03/01-05/31	Carrying Amount 5/31/2019
General Fund	\$21,498,944.77	\$2,141,569.50	\$14,046,464.81	\$1,300.53	\$9,595,349.99
Debt Service Fund	3,943,005.08	158,821.32	0.00	\$478.55	4,102,304.95
Capital Projects Fund-2009	0.00				0.00
	<hr/>				
Total Lone Star	<u>\$25,441,949.85</u>	<u>\$2,300,390.82</u>	<u>\$14,046,464.81</u>	<u>\$1,779.08</u>	<u>\$13,697,654.94</u>

**TD-Ameritrade
Quarter Ended May 31, 2019**

	Carrying Amount 2/28/2019	Additions 03/01-05/31	Deductions 03/01-05/31	Changes In Market Value 03/01-05/31	Carrying Amount 5/31/2019
General Fund	\$5,273,207.37	\$41,593.69	\$1,323.75	\$28,765.59	\$5,342,242.90

**BBVA Compass - Money Market
Quarter Ended May 31, 2019**

	Carrying Amount 2/28/2019	Additions 03/01-05/31	Deductions 03/01-05/31	Carrying Amount 5/31/2019
General Fund	\$10,126,043.61	\$21,001.76	\$0.00	<u>\$10,147,045.37</u>

Port Neches-Groves Independent School District Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Set Public Hearing Date on 19-20 Budget and Tax Rate

Recommendation: Approve August 12, 2019 at 7:00 pm for a Public Hearing on the 19-20 Budget and Tax Rate

Resource Personnel: Sheri Drawhorn, Business Manager

Port Neches-Groves Independent School District

Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Information on Budget Transfers

Budget Transfers within Function Codes are allowed without prior Board approval. Details of these transfers will be reported to the Board of Trustees each month for discussion. This report also includes any budget amendments approved by the Board of Trustees.

Recommendation: Information Only

Resource Personnel: Sheri Drawhorn, Business Manager

						JUNE					
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19</u> <u>ORIGINAL</u>	<u>2018-19</u> <u>BUDGET</u>	<u>2018-19</u> <u>BUDGET</u>	<u>2018-19</u> <u>BUDGET</u>	<u>2018-19</u> <u>REVISED</u>
						<u>CODE</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>TRANSFERS</u>		
199 E 11 6334 00 871 0 11 0 00	GENERAL	INST	TESTING MAT		CURRICULUM	BASIC	\$27,250	\$0	(\$1,200)	\$26,050	
199 E 11 6334 00 871 0 25 0 00	GENERAL	INST	TESTING MAT		CURRICULUM	BILINGUAL	\$2,000	\$0	\$1,200	\$3,200	
199 E 11 6334 00 872 0 23 0 00	GENERAL	INST	TESTING MAT		SPECIAL ED	SP ED	\$17,000	\$0	(\$2,700)	\$14,300	
199 E 11 6334 60 001 0 11 0 00	GENERAL	INST	TESTING MAT	CURRIC HS	PNGHS	BASIC	\$0	\$0	\$1,000	\$1,000	
199 E 11 6395 53 105 0 11 0 00	GENERAL	INST	SPECIAL MAT	TECHNOLOG	VBE	BASIC	\$2,000	\$0	\$480	\$2,480	
199 E 11 6399 00 001 0 11 0 00	GENERAL	INST	GENERAL SUPP		PNGHS	BASIC	\$80,000	\$0	(\$2,000)	\$78,000	
199 E 11 6399 00 001 0 22 0 00	GENERAL	INST	GENERAL SUPP		PNGHS	C & T	\$0	\$0	\$2,000	\$2,000	
199 E 11 6399 00 101 0 11 0 00	GENERAL	INST	GENERAL SUPP		GE	BASIC	\$28,576	\$0	\$4,693	\$33,269	
199 E 11 6399 00 102 0 11 0 00	GENERAL	INST	GENERAL SUPP		PNE	BASIC	\$27,079	\$0	(\$714)	\$26,365	
199 E 11 6399 00 105 0 11 0 00	GENERAL	INST	GENERAL SUPP		VBE	BASIC	\$27,501	\$0	(\$1,418)	\$26,083	
199 E 11 6399 00 699 0 25 0 00	GENERAL	INST	GENERAL SUPP		SUMMER SCH	BILINGUAL	\$1,000	\$0	(\$200)	\$800	
199 E 11 6399 00 870 0 22 0 00	GENERAL	INST	GENERAL SUPP		VOC	C & T	\$36,650	\$0	\$29,750	\$66,400	
199 E 11 6399 00 872 0 23 0 00	GENERAL	INST	GENERAL SUPP		SPECIAL ED	SP ED	\$15,000	\$0	\$1,700	\$16,700	
199 E 11 6399 00 999 0 11 0 99	GENERAL	INST	GENERAL SUPP			BASIC	\$6,000	\$0	(\$5,941)	\$59	
199 E 11 6399 53 874 0 11 0 00	GENERAL	INST	GENERAL SUPP	TECH SUPP	TECHNOLOGY	BASIC	\$118,669	\$0	(\$10,000)	\$108,669	
199 E 11 6412 00 103 0 25 0 00	GENERAL	INST	TRAVEL - STU		RE	BILINGUAL	\$0	\$0	\$400	\$400	
199 E 11 6412 00 699 0 25 0 00	GENERAL	INST	TRAVEL - STU		SUMMER SCH	BILINGUAL	\$0	\$0	\$500	\$500	
199 E 11 6491 00 870 0 22 0 00	GENERAL	INST	PUBLIC NOTICE		VOC	C & T	\$0	\$0	\$1,000	\$1,000	
199 E 11 6491 00 872 0 23 0 00	GENERAL	INST	PUBLIC NOTICE		SPECIAL ED	SP ED	\$0	\$0	\$1,000	\$1,000	
199 E 11 6639 00 870 0 22 0 00	GENERAL	INST	F & E > \$5,0		VOC	C&T	<u>\$0</u>	<u>\$0</u>	<u>\$7,500</u>	<u>\$7,500</u>	
199 E 11 6644 00 874 0 11 0 00	GENERAL	INST	TECHNOLOGY		TECHNOLOGY	BASIC	<u>\$208,235</u>	<u>\$0</u>	<u>\$10,000</u>	<u>\$218,235</u>	
TOTAL INSTRUCTION							<u>\$8,220,614</u>	<u>\$0</u>	<u>\$0</u>	<u>\$8,220,614</u>	
199 E 12 6329 00 001 0 11 0 00	GENERAL	MEDIA	READING MATE		PNGHS	BASIC	\$15,000	\$0	(\$800)	\$14,200	
199 E 12 6411 00 999 0 11 0 99	GENERAL	MEDIA	TRAVEL			BASIC	<u>\$1,000</u>	<u>\$0</u>	<u>\$800</u>	<u>\$1,800</u>	
TOTAL MEDIA							<u>\$16,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$16,000</u>	

ACCOUNT NUMBER	FUND	FUNCTION	OBJECT	SUB-OBJECT	JUNE		2018-19	2018-19	2018-19	2018-19
					ORGANIZATION	PROGRAM	ORIGINAL	BUDGET	BUDGET	REVISIED
						CODE	BUDGET	AMENDMENT	TRANSFERS	BUDGET
199 E 13 6137 00 871 0 11 0 99	GENERAL	CUR DEV	SALARY CONTI		CURRICULUM	BASIC	\$1,200	\$0	(\$250)	\$950
199 E 13 6142 00 999 0 99 0 99	GENERAL	CUR DEV	HEALTH & LIFE			UNDISTRIB	\$10,000	\$0	(\$7,200)	\$2,800
199 E 13 6219 00 870 0 22 0 00	GENERAL	CUR DEV	PROFESSIONAL		VOC	C&T	\$1,500	\$0	(\$1,000)	\$500
199 E 13 6299 00 871 0 11 0 00	GENERAL	CUR DEV	MISC CONT		CURRICULUM	BASIC	\$27,465	\$0	\$6,700	\$34,165
199 E 13 6299 00 871 0 25 0 00	GENERAL	CUR DEV	MISC CONT		CURRICULUM	BILINGUAL	\$6,135	\$0	\$2,300	\$8,435
199 E 13 6399 00 999 0 11 0 99	GENERAL	CUR DEV	GENERAL SUPP			BASIC	\$0	\$0	\$2,792	\$2,792
199 E 13 6411 00 041 0 11 0 00	GENERAL	CUR DEV	TRAVEL		GM	BASIC	\$9,300	\$0	(\$1,500)	\$7,800
199 E 13 6411 00 041 0 21 0 00	GENERAL	CUR DEV	TRAVEL		GM	G&T	\$0	\$0	\$1,500	\$1,500
199 E 13 6411 00 101 0 11 0 00	GENERAL	CUR DEV	TRAVEL		GE	BASIC	\$5,000	\$0	(\$792)	\$4,208
199 E 13 6411 00 105 0 11 0 00	GENERAL	CUR DEV	TRAVEL		VBE	BASIC	\$1,000	\$0	\$301	\$1,301
199 E 13 6411 00 870 0 22 0 00	GENERAL	CUR DEV	TRAVEL		VOC	C&T	\$2,000	\$0	\$750	\$2,750
199 E 13 6411 00 871 0 11 0 00	GENERAL	CUR DEV	TRAVEL		CURRICULUM	BASIC	\$47,100	\$0	(\$7,500)	\$39,600
199 E 13 6411 00 871 0 25 0 00	GENERAL	CUR DEV	TRAVEL		CURRICULUM	BILLINGUAL	\$500	\$0	\$5,700	\$6,200
199 E 13 6411 00 872 0 23 0 00	GENERAL	CUR DEV	TRAVEL		SPECIAL ED	SP ED	\$12,800	\$0	\$1,000	\$13,800
199 E 13 6411 00 999 0 11 0 99	GENERAL	CUR DEV	TRAVEL			BASIC	\$5,000	\$0	(\$2,801)	\$2,199
199 E 13 6491 00 871 0 11 0 00	GENERAL	CUR DEV	PUBLIC NOTICE		CURRICULUM	BASIC	\$0	\$0	\$250	\$250
199 E 13 6499 00 871 0 11 0 00	GENERAL	CUR DEV	MISC		CURRICULUM	BASIC	<u>\$2,800</u>	<u>\$0</u>	<u>(\$250)</u>	<u>\$2,550</u>
TOTAL CURRICULUM							<u>\$131,800</u>	<u>\$0</u>	<u>\$0</u>	<u>\$131,800</u>
199 E 23 6399 00 041 0 99 0 00	GENERAL	SCH LDS	GENERAL SUPP		GM	UNDISTRIB	\$4,200	\$0	(\$30)	\$4,170
199 E 23 6399 00 102 0 99 0 00	GENERAL	SCH LDS	GENERAL SUPP		PNE	UNDISTRIB	\$1,000	\$0	(\$1,000)	\$0
199 E 23 6399 00 999 0 99 0 99	GENERAL	SCH LDS	GENERAL SUPP			UNDISTRIB	\$5,000	\$0	\$187	\$5,187
199 E 23 6411 00 101 0 99 0 00	GENERAL	SCH LDS	TRAVEL		GE	UNDISTRIB	\$1,500	\$0	(\$901)	\$599
199 E 23 6411 00 102 0 99 0 00	GENERAL	SCH LDS	TRAVEL		PNE	UNDISTRIB	\$1,000	\$0	\$1,714	\$2,714
199 E 23 6411 00 105 0 99 0 00	GENERAL	SCH LDS	TRAVEL		VBE	UNDISTRIB	\$1,000	\$0	(\$11)	\$989
199 E 23 6495 00 041 0 99 0 00	GENERAL	SCH LDS	DUES		GM	UNDISTRIB	\$450	\$0	\$30	\$480

<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>JUNE</u>		<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>
					<u>ORGANIZATION</u>	<u>PROGRAM CODE</u>				
199 E 23 6495 00 105 0 99 0 00	GENERAL	SCH LDS	DUES		VBE	UNDISTRIB	\$375	\$0	\$11	\$386
TOTAL SCHOOL ADMINISTRATION							\$14,525	\$0	\$0	\$14,525
199 E 31 6299 00 102 0 99 0 00	GENERAL	G & C	MISC CONT		PNE	UNDISTRIB	\$675	\$0	(\$675)	\$0
199 E 31 6399 00 101 0 99 0 00	GENERAL	G & C	GENERAL SUPP		GE	UNDISTRIB	\$800	\$0	\$251	\$1,051
199 E 31 6399 00 107 0 99 0 00	GENERAL	G & C	GENERAL SUPP		WE	UNDISTRIB	\$500	\$0	(\$319)	\$181
199 E 31 6411 00 101 0 99 0 00	GENERAL	G & C	TRAVEL		GE	UNDISTRIB	\$675	\$0	(\$251)	\$424
199 E 31 6411 00 102 0 99 0 00	GENERAL	G & C	TRAVEL		PNE	UNDISTRIB	\$450	\$0	\$675	\$1,125
199 E 31 6411 00 105 0 99 0 00	GENERAL	G & C	TRAVEL		VBE	UNDISTRIB	\$600	\$0	\$637	\$1,237
199 E 31 6411 00 107 0 99 0 00	GENERAL	G & C	TRAVEL		WE	UNDISTRIB	\$200	\$0	\$319	\$519
199 E 31 6411 01 999 0 99 0 99	GENERAL	G & C	TRAVEL	Project Serv		UNDISTRIB	\$3,000	\$0	(\$637)	\$2,363
TOTAL COUNSELING SERVICES							\$6,900	\$0	\$0	\$6,900
TOTAL SOCIAL WORK SERVICES							\$0	\$0	\$0	\$0
199 E 33 6399 00 101 0 99 0 00	GENERAL	HEALTH	GENERAL SUPP		GE	UNDISTRIB	\$800	\$0	\$395	\$1,195
199 E 33 6411 00 101 0 99 0 00	GENERAL	HEALTH	TRAVEL		GE	UNDISTRIB	\$700	\$0	(\$395)	\$305
TOTAL HEALTH SERVICES							\$1,500	\$0	\$0	\$1,500
199 E 34 6219 03 937 0 99 0 00	GENERAL	TRANS	PROFESSIONAL	Enterprise Le	TRANS	UNDISTRIB	\$10,000	\$0	(\$10,000)	\$0
199 E 34 6269 00 937 0 99 0 00	GENERAL	TRANS	RENTAL & LEA		TRANS	UNDISTRIB	\$1,760	\$30,000	\$0	\$31,760
199 E 34 6311 00 937 0 23 0 00	GENERAL	TRANS	FUEL		TRANS	SP ED	\$25,000	\$0	\$5,000	\$30,000
199 E 34 6311 00 937 0 99 0 00	GENERAL	TRANS	FUEL		TRANS	UNDISTRIB	\$80,000	\$0	\$3,000	\$83,000
199 E 34 6315 00 937 0 23 0 00	GENERAL	TRANS	VEHICLES-UPK		TRANS	SP ED	\$20,000	\$0	\$10,000	\$30,000
199 E 34 6315 00 937 0 99 0 00	GENERAL	TRANS	VEHICLES-UPK		TRANS	UNDISTRIB	\$100,000	\$0	\$20,000	\$120,000
199 E 34 6425 00 937 0 23 0 00	GENERAL	TRANS	PROPERTY INS		TRANS	SP ED	\$2,200	\$0	\$710	\$2,910

							JUNE					
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>		
199 E 34 6426 00 937 0 23 0 00	GENERAL	TRANS	LIABILITY INS		TRANS	SP ED	\$3,800	\$0	\$1,110	\$4,910		
199 E 34 6426 00 937 0 99 0 00	GENERAL	TRANS	LIABILITY INS		TRANS	UNDISTRIB	\$20,000	\$0	\$5,200	\$25,200		
199 E 34 6631 00 937 0 99 0 00	GENERAL	TRANS	VEHICLES >5,		TRANS	UNDISTRIB	\$1,250,000	(\$239,500)	(\$132,020)	\$878,480		
TOTAL TRANSPORTATION							\$1,512,760	(\$209,500)	(\$97,000)	\$1,206,260		
199 E 36 6118 00 999 0 99 0 99	GENERAL	CO-CURR	EXTRA DUTY P			UNDISTRIB	\$17,500	\$0	(\$17,500)	\$0		
199 E 36 6118 12 001 0 99 0 00	GENERAL	CO-CURR	EXTRA DUTY P	ACCOMP CH	PNGHS	UNDISTRIB	\$3,000	\$0	(\$2,000)	\$1,000		
199 E 36 6118 95 873 0 91 0 91	GENERAL	CO-CURR	EXTRA DUTY P	CONDITIONI	ATHLETIC D	ATH	\$20,000	\$0	(\$3,000)	\$17,000		
199 E 36 6119 03 101 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	INCREMENT	GE	UNDISTRIB	\$0	\$6,500	\$0	\$6,500		
199 E 36 6119 03 102 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	INCREMENT	PNE	UNDISTRIB	\$0	\$8,000	\$0	\$8,000		
199 E 36 6141 00 999 0 99 0 99	GENERAL	CO-CURR	SOC SEC & M			UNDISTRIB	\$10,000	\$0	(\$10,000)	\$0		
199 E 36 6219 15 042 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	ACCOM PNM	PNM	UNDISTRIB	\$900	\$0	\$70	\$970		
199 E 36 6249 07 873 0 91 0 91	GENERAL	CO-CURR	MAINT. REPAI	REPAIR	ATHLETIC D	ATH	\$42,000	\$0	\$10,000	\$52,000		
199 E 36 6399 16 101 0 99 0 00	GENERAL	CO-CURR	GENERAL SUPP	U.I.L.	GE	UNDISTRIB	\$0	\$1,000	\$1,000	\$2,000		
199 E 36 6399 16 102 0 99 0 00	GENERAL	CO-CURR	GENERAL SUPP	U.I.L.	PNE	UNDISTRIB	\$0	\$1,000	\$1,000	\$2,000		
199 E 36 6399 24 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	POWER LIFTI	ATHLETIC D	ATH	\$1,900	\$0	(\$1,000)	\$900		
199 E 36 6399 26 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	BASKETBALL	ATHLETIC D	ATH	\$7,220	\$0	(\$1,000)	\$6,220		
199 E 36 6399 27 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	TRACK-BOYS	ATHLETIC D	ATH	\$7,220	\$0	(\$2,400)	\$4,820		
199 E 36 6399 37 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	CONTINGEN	ATHLETIC D	ATH	\$10,000	\$0	(\$8,000)	\$2,000		
199 E 36 6399 40 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	POWERLIFT	ATHLETIC D	ATH	\$1,800	\$0	(\$500)	\$1,300		
199 E 36 6399 53 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SWIMMING	ATHLETIC D	ATH	\$1,500	\$0	(\$600)	\$900		
199 E 36 6399 89 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SPORTS-BOY	ATHLETIC D	ATH	\$0	\$0	\$27,523	\$27,523		
199 E 36 6399 90 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SPORTS-GIRL	ATHLETIC D	ATH	\$0	\$0	\$12,500	\$12,500		
199 E 36 6412 21 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	BASEBALL	ATHLETIC D	ATH	\$15,570	\$0	(\$9,500)	\$6,070		
199 E 36 6412 24 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	POWER LIFTI	ATHLETIC D	ATH	\$3,490	\$0	(\$1,223)	\$2,267		
199 E 36 6412 27 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TRACK-BOYS	ATHLETIC D	ATH	\$9,000	\$0	(\$5,000)	\$4,000		
199 E 36 6412 28 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TRACK-GIRLS	ATHLETIC D	ATH	\$7,000	\$0	(\$2,500)	\$4,500		
199 E 36 6412 29 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TENNIS-BOY	ATHLETIC D	ATH	\$3,200	\$0	(\$1,500)	\$1,700		
199 E 36 6412 32 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	GOLF-GIRLS	ATHLETIC D	ATH	\$8,190	\$0	(\$3,000)	\$5,190		

							JUNE					
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>		
199 E 36 6412 33 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SOCCER-BOY	ATHLETIC D	ATH	\$4,410	\$0	(\$2,200)	\$2,210		
199 E 36 6412 34 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SOCCER-GIRI	ATHLETIC D	ATH	\$4,410	\$0	\$900	\$5,310		
199 E 36 6412 37 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	CONTINGEN	ATHLETIC D	ATH	\$10,290	\$0	(\$5,000)	\$5,290		
199 E 36 6412 52 001 0 99 0 00	GENERAL	CO-CURR	TRAVEL-STU	ACTIVITIES	PNGHS	UNDISTRIB	\$65,000	\$0	\$12,500	\$77,500		
199 E 36 6412 53 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SWIMMING	ATHLETIC D	ATH	\$700	\$0	\$400	\$1,100		
199 E 36 6412 64 041 0 99 0 00	GENERAL	CO-CURR	TRAVEL-STU	BAND	GM	UNDISTRIB	\$3,000	\$0	\$2,000	\$5,000		
199 E 36 6412 68 041 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	BOYS	GM	ATH	\$1,000	\$0	\$500	\$1,500		
199 E 36 6495 52 001 0 99 0 00	GENERAL	CO-CURR	DUES	ACTIVITIES	PNGHS	UNDISTRIB	\$4,250	\$0	\$3,250	\$7,500		
199 E 36 6495 64 041 0 99 0 00	GENERAL	CO-CURR	DUES	BAND	GM	UNDISTRIB	\$500	\$0	(\$70)	\$430		
199 E 36 6497 52 870 0 22 0 00	GENERAL	CO-CURR	MISC COST	ACTIVITIES	VOC	C & T	\$29,350	\$0	(\$6,500)	\$22,850		
199 E 36 6497 63 999 0 99 0 99	GENERAL	CO-CURR	MISC COST	CONTINGENCY		UNDISTRIB	\$10,000	\$0	\$100	\$10,100		
199 E 36 6499 38 873 0 91 0 91	GENERAL	CO-CURR	MISC	BOYS TOURN	ATHLETIC D	ATH	\$5,000	\$0	(\$750)	\$4,250		
199 E 36 6499 44 873 0 91 0 91	GENERAL	CO-CURR	MISC	GAME EXPE	ATHLETIC D	ATH	\$3,000	\$0	\$1,000	\$4,000		
199 E 36 6499 49 873 0 91 0 91	GENERAL	CO-CURR	MISC	GAME EXPE	ATHLETIC D	ATH	\$135,000	\$0	(\$3,500)	\$131,500		
199 E 36 6639 00 873 0 91 0 91	GENERAL	CO-CURR	F & E >\$5,0		ATHLETIC D	ATH	\$0	\$0	\$86,000	\$86,000		
199 E 36 6649 00 873 0 91 0 91	GENERAL	CO-CURR	CAPITAL <5,0		ATHLETIC D	ATH	\$10,000	\$0	(\$2,000)	\$8,000		
TOTAL ATHLETICS							\$455,400	\$16,500	\$70,000	\$541,900		
199 E 41 6122 75 720 0 99 0 00	GENERAL	GEN ADM	SUB SUPPORT	SUB PAY	ADMIN	UNDISTRIB	\$5,000	\$0	(\$5,000)	\$0		
199 E 41 6141 00 999 0 99 0 00	GENERAL	GEN ADM	SOC.SEC. & M			UNDISTRIB	\$5,000	\$0	(\$5,000)	\$0		
199 E 41 6212 00 750 0 99 0 00	GENERAL	GEN ADM	AUDIT		GEN ADMIN	UNDISTRIB	\$19,000	\$0	(\$1,000)	\$18,000		
199 E 41 6219 14 701 0 99 0 00	GENERAL	GEN ADM	PROFESSIONAL	CONSULTING	SUPT	UNDISTRIB	\$27,000	\$0	(\$16,200)	\$10,800		
199 E 41 6219 16 750 0 99 0 00	GENERAL	GEN ADM	PROFESSIONAL	STUDY	GEN ADMIN	UNDISTRIB	\$0	\$0	\$42,000	\$42,000		
199 E 41 6299 00 999 0 99 0 00	GENERAL	GEN ADM	MISC CONT			UNDISTRIB	\$0	\$0	\$3,000	\$3,000		
199 E 41 6399 25 750 0 99 0 00	GENERAL	GEN ADM	GENERAL SUPP	BUSINESS OF	GEN ADMIN	UNDISTRIB	\$10,000	\$0	(\$1,000)	\$9,000		
199 E 41 6399 27 750 0 99 0 00	GENERAL	GEN ADM	GENERAL SUPP	BUSINESS OF	GEN ADMIN	UNDISTRIB	\$3,300	\$0	(\$2,800)	\$500		
199 E 41 6411 00 750 0 99 0 00	GENERAL	GEN ADM	TRAVEL		GEN ADMIN	UNDISTRIB	\$10,000	\$0	(\$1,000)	\$9,000		

<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>JUNE</u>		<u>2018-19</u>	<u>2018-19</u>	<u>2018-19</u>	<u>2018-19</u>
					<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>ORIGINAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>REVISED</u>
						<u>CODE</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>TRANSFERS</u>	<u>BUDGET</u>
199 E 41 6439 00 702 0 99 0 00	GENERAL	GEN ADM	ELECTION COS		BOARD	UNDISTRIB	\$50,000	\$0	(\$17,000)	\$33,000
199 E 41 6491 00 701 0 99 0 00	GENERAL	GEN ADM	PUBLIC NOTICE		SUPT	UNDISTRIB	\$3,000	\$0	(\$1,000)	\$2,000
199 E 41 6491 00 750 0 99 0 00	GENERAL	GEN ADM	PUBLIC NOTICE		GEN ADMIN	UNDISTRIB	<u>\$0</u>	<u>\$0</u>	<u>\$5,000</u>	<u>\$5,000</u>
TOTAL ADMINISTRATION							<u>\$132,300</u>	<u>\$0</u>	<u>\$0</u>	<u>\$132,300</u>
199 E 51 6249 11 936 0 99 0 00	GENERAL	MAINT	MAINT. REPAIR	TELEPHONE	MAINT	UNDISTRIB	\$13,100	\$0	\$650	\$13,750
199 E 51 6259 10 936 0 99 0 00	GENERAL	MAINT	UTILITIES	WATER & SE	MAINT	UNDISTRIB	\$105,000	\$0	(\$650)	\$104,350
199 E 51 6259 12 936 0 99 0 00	GENERAL	MAINT	UTILITIES	ELECTRICITY	MAINT	UNDISTRIB	\$1,250,000	\$0	(\$35,000)	\$1,215,000
199 E 51 6259 13 936 0 99 0 00	GENERAL	MAINT	UTILITIES	GAS	MAINT	UNDISTRIB	\$100,000	\$0	\$35,000	\$135,000
199 E 51 6269 00 936 0 99 0 00	GENERAL	MAINT	RENTAL & LEA		MAINT	UNDISTRIB	\$1,600	\$82,000	\$0	\$83,600
199 E 51 6299 00 936 0 99 0 00	GENERAL	MAINT	MISC CONT		MAINT	UNDISTRIB	\$200,000	\$0	\$61,000	\$26,100
199 E 51 6317 00 936 0 99 0 00	GENERAL	MAINT	SUPPLIES		MAINT	UNDISTRIB	\$150,000	\$0	(\$2,093)	\$147,907
199 E 51 6317 16 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	AC & HEATIN	MAINT	UNDISTRIB	\$125,000	\$0	(\$14,000)	\$111,000
199 E 51 6317 18 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	CARPENTRY	MAINT	UNDISTRIB	\$25,000	\$0	(\$2,000)	\$23,000
199 E 51 6318 21 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	GROUNDS	MAINT	UNDISTRIB	\$7,000	\$0	(\$5,236)	\$1,764
199 E 51 6318 22 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	ATHLETIC GR	MAINT	UNDISTRIB	\$45,000	\$0	(\$10,260)	\$34,740
199 E 51 6411 00 936 0 99 0 00	GENERAL	MAINT	TRAVEL		MAINT	UNDISTRIB	\$2,000	\$0	(\$411)	\$1,589
199 E 51 6631 00 936 0 99 0 00	GENERAL	MAINT	VEHICLES >5,		MAINT	UNDISTRIB	\$128,000	(\$128,000)	\$0	\$0
199 E 51 6639 00 936 0 99 0 00	GENERAL	MAINT	F & E > \$5,0		MAINT	UNDISTRIB	<u>\$29,000</u>	<u>\$200,000</u>	<u>\$0</u>	<u>\$229,000</u>
TOTAL MAINTENANCE							<u>\$2,180,700</u>	<u>\$154,000</u>	<u>\$27,000</u>	<u>\$2,126,800</u>
199 E 52 6219 01 877 0 99 0 00	GENERAL	SECURITY	PROFESSIONAL E SRO		SECURITY	UNDISTRIB	\$194,500	\$0	(\$6,690)	\$187,810
199 E 52 6219 02 877 0 99 0 00	GENERAL	SECURITY	PROFESSIONAL E CURR		SECURITY	UNDISTRIB	\$15,000	\$0	\$7,900	\$22,900

							JUNE			
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>
199 E 52 6411 00 877 0 99 0 00	GENERAL	SECURITY	TRAVEL		SECURITY	UNDISTRIB	\$3,000	\$0	(\$1,210)	\$1,790
TOTAL SECURITY							<u>\$212,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$212,500</u>
199 E 53 6269 00 874 0 99 0 00	GENERAL	DATA PR	RENTAL & LEA		TECHNOLOGY	UNDISTRIB	\$0	\$12,000	\$0	\$12,000
199 E 53 6399 00 874 0 99 0 00	GENERAL	DATA PR	GENERAL SUPP		TECHNOLOGY	UNDISTRIB	\$7,000	\$0	(\$600)	\$6,400
199 E 53 6399 11 874 0 99 0 00	GENERAL	DATA PR	GENERAL SUPP	SKYWARD M	TECHNOLOGY	UNDISTRIB	<u>\$90,000</u>	<u>\$0</u>	<u>\$600</u>	<u>\$90,600</u>
TOTAL DATA PROCESSING							<u>\$97,000</u>	<u>\$12,000</u>	<u>\$0</u>	<u>\$109,000</u>
199 E 71 6512 00 937 0 99 0 00	GENERAL	DBT SVC	CAP LEASE PR		TRANS	UNDISTRIB	\$81,000	(\$81,000)	\$0	\$0
199 E 71 6522 00 937 0 99 0 00	GENERAL	DBT SVC			TRANS	UNDISTRIB	<u>\$43,000</u>	<u>(\$43,000)</u>	<u>\$0</u>	<u>\$0</u>
TOTAL DEBIT SERVICES							<u>\$124,000</u>	<u>(\$124,000)</u>	<u>\$0</u>	<u>\$0</u>
TOTAL CONSTRUCTION							<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
CONT. INST. SVCS.\PUBLIC SCHLS							<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
GRAND TOTAL ALL EXPENDITURE ADJUSTMENTS								<u>(\$151,000)</u>	<u>\$0</u>	

Port Neches-Groves Independent School District Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Report: Budget

The following report is attached:

- Income Summary – General Fund
- Tax Office Report

Recommendation: No Recommendation. Report Only.

Resource Personnel: Sheri Drawhorn, Business Manager

Fn	Obj	2018-19	2018-19	2018-19	Encumbered	2018-19 FYTD
		Original Budget	Revised Budget	Year Activity	Amount	Unencumbered B
00	LOCAL REVENUE	31,488,678.00	31,488,678.00	31,616,439.56	0.00	-120,667.75
00	STATE REVENUE	14,024,795.00	14,024,795.00	10,691,927.47	0.00	3,332,867.53
00	FEDERAL REVENUE	860,000.00	860,000.00	1,221,803.80	0.00	-361,803.80
00	OTHER RESOURCES	151,000.00	0.00	0.00	0.00	0.00
00	.	46,524,473.00	46,373,473.00	43,530,170.83	0.00	2,850,395.98
11	PAYROLL COST	23,326,600.00	23,131,750.00	17,629,428.79	0.00	5,502,321.21
11	CONTRACTED SERVICES	670,000.00	834,000.00	741,591.89	21,205.66	71,202.45
11	SUPPLIES & MATERIALS	871,227.00	881,677.00	647,902.32	110,835.58	122,939.10
11	OTHER OPERATING EXPENSES	16,910.00	19,810.00	8,850.00	461.82	10,498.18
11	CAPITAL OUTLAY	284,235.00	301,735.00	295,416.03	4,155.00	2,163.97
11	INSTRUCTION	25,168,972.00	25,168,972.00	19,323,189.03	136,658.06	5,709,124.91
12	PAYROLL COST	541,101.00	541,101.00	431,971.30	0.00	109,129.70
12	CONTRACTED SERVICES	1,920.00	1,920.00	857.10	0.00	1,062.90
12	SUPPLIES & MATERIALS	56,308.00	55,508.00	49,244.72	4,513.12	1,750.16
12	OTHER OPERATING EXPENSES	2,200.00	3,000.00	50.56	0.00	2,949.44
12	INST. RESOURCES & MEDIA SVCS	601,529.00	601,529.00	482,123.68	4,513.12	114,892.20
13	PAYROLL COST	894,832.00	887,382.00	719,867.20	0.00	167,514.80
13	CONTRACTED SERVICES	53,980.00	61,980.00	47,543.32	100.00	14,336.68
13	SUPPLIES & MATERIALS	39,000.00	41,792.00	34,488.57	440.82	6,862.61
13	OTHER OPERATING EXPENSES	144,020.00	140,678.00	92,094.80	8,051.61	40,531.59
13	CURRICULUM DEV. & INST. STF DEV	1,131,832.00	1,131,832.00	893,993.89	8,592.43	229,245.68
23	PAYROLL COST	2,297,545.00	2,297,545.00	1,865,514.39	0.00	432,030.61
23	CONTRACTED SERVICES	19,800.00	19,800.00	11,110.75	0.00	8,689.25
23	SUPPLIES & MATERIALS	22,400.00	21,557.00	11,226.93	259.01	10,071.06
23	OTHER OPERATING EXPENSES	27,449.00	28,292.00	18,713.66	2,721.40	6,856.94
23	SCHOOL LEADERSHIP	2,367,194.00	2,367,194.00	1,906,565.73	2,980.41	457,647.86
31	PAYROLL COST	1,524,015.00	1,524,015.00	1,154,221.93	0.00	369,793.07
31	CONTRACTED SERVICES	51,955.00	51,280.00	38,564.50	0.00	12,715.50
31	SUPPLIES & MATERIALS	7,800.00	7,732.00	6,913.57	243.60	574.83
31	OTHER OPERATING EXPENSES	14,375.00	15,118.00	6,237.11	0.00	8,880.89
31	GUIDANCE & COUNSELING	1,598,145.00	1,598,145.00	1,205,937.11	243.60	391,964.29
32	PAYROLL COST	60,491.00	60,491.00	48,841.23	0.00	11,649.77
32	SUPPLIES & MATERIALS	5,000.00	5,000.00	0.00	0.00	5,000.00
32	SOCIAL WORK SERVICES	65,491.00	65,491.00	48,841.23	0.00	16,649.77
33	PAYROLL COST	604,687.00	604,687.00	438,702.56	0.00	165,984.44
33	CONTRACTED SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00
33	SUPPLIES & MATERIALS	23,755.00	24,150.00	19,511.81	278.24	4,359.95
33	OTHER OPERATING EXPENSES	5,545.00	5,150.00	2,453.56	0.00	2,696.44
33	HEALTH SERVICES	635,987.00	635,987.00	460,667.93	278.24	175,040.83
34	PAYROLL COST	1,079,098.00	1,079,098.00	899,531.48	0.00	179,566.52
34	CONTRACTED SERVICES	28,760.00	48,760.00	25,730.34	892.08	22,137.58
34	SUPPLIES & MATERIALS	227,500.00	265,500.00	208,531.87	18,138.62	38,829.51
34	OTHER OPERATING EXPENSES	-207,000.00	-199,980.00	-151,968.89	0.00	-48,011.11
34	CAPITAL OUTLAY	1,250,000.00	878,480.00	471,505.00	0.00	406,975.00
34	PUPIL TRANSPORTATION	2,378,358.00	2,071,858.00	1,453,329.80	19,030.70	599,497.50
36	PAYROLL COST	1,024,451.00	1,006,451.00	740,485.20	0.00	265,965.80
36	CONTRACTED SERVICES	58,725.00	68,795.00	37,388.99	20,472.95	10,933.06
36	SUPPLIES & MATERIALS	215,680.00	246,203.00	139,481.93	57,378.84	49,342.23

Fn	Obj	2018-19	2018-19	2018-19	Encumbered	2018-19 FYTD
		Original Budget	Revised Budget	Year Activity	Amount	Unencumbered B
36	OTHER OPERATING EXPENSES	820,935.00	800,842.00	675,129.43	12,334.92	113,377.65
36	CAPITAL OUTLAY	10,000.00	94,000.00	56,337.41	495.00	37,167.59
36	COCURR./EXTRACURR.ACTIVITIES	2,129,791.00	2,216,291.00	1,648,822.96	90,681.71	476,786.33
41	PAYROLL COST	860,507.00	850,507.00	698,672.80	0.00	151,834.20
41	CONTRACTED SERVICES	166,820.00	194,620.00	137,468.37	823.25	56,328.38
41	SUPPLIES & MATERIALS	42,300.00	38,500.00	27,961.86	2,950.47	7,587.67
41	OTHER OPERATING EXPENSES	166,300.00	152,300.00	113,713.99	5,493.17	33,092.84
41	GENERAL ADMINISTRATION	1,235,927.00	1,235,927.00	977,817.02	9,266.89	248,843.09
51	PAYROLL COST	3,107,500.00	3,107,500.00	2,355,597.67	0.00	751,902.33
51	CONTRACTED SERVICES	1,871,700.00	2,014,700.00	1,444,421.63	51,785.36	518,493.01
51	SUPPLIES & MATERIALS	622,150.00	588,561.00	446,968.04	47,647.98	93,944.98
51	OTHER OPERATING EXPENSES	1,326,000.00	1,325,589.00	1,140,753.91	0.00	184,835.09
51	CAPITAL OUTLAY	157,000.00	229,000.00	207,869.16	1,052.94	20,077.90
51	PLANT MAINTENANCE & OPERATIONS	7,084,350.00	7,265,350.00	5,595,610.41	100,486.28	1,569,253.31
52	PAYROLL COST	31,609.00	31,609.00	21,042.70	0.00	10,566.30
52	CONTRACTED SERVICES	215,500.00	216,710.00	75,453.47	0.00	141,256.53
52	SUPPLIES & MATERIALS	30,000.00	30,000.00	27,351.59	109.99	2,538.42
52	OTHER OPERATING EXPENSES	3,345.00	2,135.00	416.50	0.00	1,718.50
52	SECURITY & MONITORING SERVICES	280,454.00	280,454.00	124,264.26	109.99	156,079.75
53	PAYROLL COST	522,744.00	522,744.00	427,060.91	0.00	95,683.09
53	CONTRACTED SERVICES	5,000.00	17,000.00	9,237.11	0.00	7,762.89
53	SUPPLIES & MATERIALS	100,000.00	100,000.00	98,663.18	278.98	1,057.84
53	OTHER OPERATING EXPENSES	500.00	500.00	274.28	83.22	142.50
53	CAPITAL OUTLAY	66,050.00	66,050.00	62,630.85	0.00	3,419.15
53	DATA PROCESSING SERVICES	694,294.00	706,294.00	597,866.33	362.20	108,065.47
71	DEBT SERVICES	124,000.00	0.00	0.00	0.00	0.00
71	DEBT SERVICES	124,000.00	0.00	0.00	0.00	0.00
91	CONTRACTED SERVICES	345,815.00	345,815.00	218,343.00	0.00	127,472.00
91	CONT.INST.SVCS.\PUBLIC SCHLS	345,815.00	345,815.00	218,343.00	0.00	127,472.00
95	CONTRACTED SERVICES	36,000.00	36,000.00	36,000.00	0.00	0.00
95	PYMTS.TO JJAEP PROGRAMS	36,000.00	36,000.00	36,000.00	0.00	0.00
99	CONTRACTED SERVICES	425,000.00	425,000.00	256,242.09	0.00	168,757.91
99	OPERATING TRANSFERS OUT	425,000.00	425,000.00	256,242.09	0.00	168,757.91
Grand Revenue Totals		46,524,473.00	46,373,473.00	43,530,170.83	0.00	2,850,395.98
Grand Expense Totals		46,303,139.00	46,152,139.00	35,229,614.47	373,203.63	10,549,320.90
Grand Totals		221,334.00	221,334.00	8,300,556.36	373,203.63	7,698,924.92
		Profit	Profit	Profit	Loss	Loss

Number of Accounts: 2466

***** End of report *****

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT
BOARD DOCUMENT**

MEETING DATE: July 8, 2019

AGENDA ITEM: First Reading and Temporary Approval of LOCAL Policies in
TASB Localized Policy Manual Update 113

Update 113 focuses on updating (LEGAL) policies affected by changes in administrative rules and commissioner of education rulings. Several (LOCAL) policies have been updated as well to better align with these changes and for organization and restructuring purposes. LOCAL policy changes are listed below:

- BBE(LOCAL): BOARD MEMBERS - AUTHORITY
- BDD(LOCAL): BOARD INTERNAL ORGANIZATION - ATTORNEY
- BJCD(LOCAL): SUPERINTENDENT - EVALUATION
- CI(LOCAL): SCHOOL PROPERTIES DISPOSAL
- CO(LOCAL): FOOD AND NUTRITION MANAGEMENT
- COA(LOCAL): FOOD AND NUTRITION MANAGEMENT - PROCUREMENT
- COB(LOCAL): FOOD AND NUTRITION MANAGEMENT - FREE AND REDUCED-PRICE MEALS
- CRB(LOCAL): INSURANCE AND ANNUITIES MANAGEMENT - LIABILITY INSURANCE
- EHBA(LOCAL): SPECIAL PROGRAMS - SPECIAL EDUCATION
- EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING
- FNF(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - INVESTIGATIONS AND SEARCHES

Recommendation: It is recommended that the Board of Trustees approve the first reading and give temporary approval of LOCAL policies as recommended by TASB Policy Service for TASB Localized Policy Manual Update 113.

Resource Personnel: Dr. Mike Gonzales, Superintendent

Vantage Points

A Board Member's Guide to Update 113

Please note: *Vantage Points* is an executive summary, prepared specifically for board members, of the TASB Localized Update. The topic-by-topic outline and brief descriptions focus on key issues to help local officials understand changes found in the policies. The description of policy changes in *Vantage Points* is highly summarized. Please pay careful attention to the more detailed, district-specific Explanatory Notes and the policies in the localized update packet.

We welcome your comments or suggestions for improving *Vantage Points*. Please write to us at TASB Policy Service, P.O. Box 400, Austin, TX 78767-0400, email us at policy.service@tasb.org, or call us at 800-580-7529 or 512-467-0222.

For more information about Policy Service, visit [our website](#).¹

This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific fact situations.

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Update 113 focuses on updating (LEGAL) policies affected by changes in administrative rules and commissioner of education rulings. Several (LOCAL) policies have been updated as well to better align with these changes and for organization and restructuring purposes.

Accountability

Legal policies in the AI series, which covers accountability, were revised to include:

- The commissioner of education’s award of campus distinctions [see AIA(LEGAL)];
- Local accountability campus performance ratings [see AIA(LEGAL)];
- Districts’ obligations regarding the annual performance report and the Texas Academic Performance Report (TAPR) [see AIB(LEGAL)];
- Procedures regarding interventions and sanctions [see AIC(LEGAL)]; and
- Procedures for districts applying to receive a Title I, Part A subgrant [see AID(LEGAL)].

Board Items

BBBD(LEGAL) was updated to include legal provisions explaining disclosure requirements for political advertising, and BBE(LEGAL) was revised to add two offenses addressing a board member’s misuse of government records and information.

BBE(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this local policy on board members’ authority require district staff to remind board members who are provided access to confidential records or reports that they must comply with the district’s applicable information security controls.

BDD(LOCAL) POLICY CONSIDERATIONS

Updates to this policy on the board’s legal counsel are recommended to reflect common practices. The first change reflects the use of an engagement letter by law firms rather than a written agreement or contract to establish the fees and expenses for services. The second revision clarifies that the board president or designee, not just the superintendent, may obtain and report legal advice to the board.

Revisions to BDF(LEGAL) and BF(LEGAL) match statutory language regarding requirements for the school health advisory committee (SHAC) and student achievement improvement plans.

**Superintendent
Evaluation**

The updates to BJCD(LEGAL) reflect a change in the Administrative Code that allows the completion of the Lone Star Governance superintendent evaluation to satisfy the commissioner of education’s superintendent appraisal process.

BJCD(LOCAL) POLICY CONSIDERATIONS

An updated Administrative Code rule spurred the deletion from this policy of specifics regarding the superintendent’s evaluation instrument and the list of board objectives for conducting the evaluation. Recommended changes clarify that the superintendent may request an open meeting for the evaluation despite the typical practice of a closed meeting. For more information and resources on the superintendent’s evaluation, visit TASB’s [Leadership Team Services website](#).²

**District
Operations**

Provisions from the Office of Management and Budget (OMB) Uniform Guidance that address federal awards to non-federal entities were added to CBB(LEGAL). CDA(LEGAL) was revised to better match statutory language regarding districts’ ability to take certain investment actions. A note was added to CDB(LEGAL) regarding the disposal of real property acquired with federal funds, and details from statute regarding public facility corporations and facilities and infrastructure partnerships were added to CDH(LEGAL).

Details from law regarding salary deductions were added to CFEA(LEGAL). Policy CG(LEGAL) was deleted since the content on bonded employees and officers is covered in other codes. Language regarding offenses pertaining to firearms on buses was deleted from CNC(LEGAL) since it is included at GKA(LEGAL).

**School
Properties
Disposal**

CI(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this local policy clarify the scope of the superintendent’s authority to dispose of district property, including district vehicles and other personal property. An additional statement is recommended to clarify that instructional materials must be disposed of in accordance with law. A final recommended change clarifies that property obtained with federal funds or as federal surplus must be managed in accordance with federal law.

**Food Services
Management**

CO SERIES (LOCAL) POLICY CONSIDERATIONS

Several recommended revisions were made to the CO series of local policies dealing with food and nutrition management. For all districts, recommended changes to CO(LOCAL) reflect that the superintendent is authorized to develop regulations on food donation programs, which might include a sharing table or selling leftovers. Additional guidance on these types of programs is available from the Texas Department of Agriculture. Since the USDA recommends serving a meal to all students, regardless of exhausted meal accounts or insufficient funds, provisions specifically referencing alternate or reimbursable meals are recommended for deletion from policies that had that language. Provisions on meal charges are recommended for removal for those districts participating in a federal meal program that provides free meals to all students.

New policy COA(LOCAL) is recommended for inclusion in the district's manual to comply with state and federal procurement rules on the use of child nutrition funds. This policy was issued to all districts that receive federal funds for nutrition. The text assigns responsibility to the superintendent to oversee the use of child nutrition funds to procure goods and services and to develop and enforce financial management systems and other procedures to comply with state and federal requirements. Other provisions authorize the superintendent to determine whether the district will specify a geographical preference when procuring unprocessed, locally grown products.

New policy COB(LOCAL) is recommended for inclusion in the district's manual to address elements of the federal free and reduced-price meal programs. The policy provisions vary depending on whether the district participates in CEP or Provision 2. New text issued to all districts addresses student and parent appeals regarding eligibility for free or reduced-price meal programs and allegations of discrimination in school meal programs, as reflected in COB(LEGAL).

**Records
Management and
Insurance**

The criminal offenses of tampering with or knowingly or intentionally destroying governmental records were moved from BBE(LEGAL) to CPC(LEGAL). These offenses apply to district employees as well as board members.

Changes to CR(LEGAL), on insurance and annuities management, were made to more closely align the policy with law. The policy addressing the various types of purchased insurance, CRB(LOCAL), was deleted because typically these types of decisions are made during the budget process and there is no requirement to reflect these decisions in board policy. To better match details in statute, CRF(LEGAL) was revised to provide more information about reasonable assurance for unemployment insurance.

Employment

DEC(LEGAL) was updated with recent case law on retaliatory discharge and absence control. Factors that SBEC considers when determining whether an educator had good cause to abandon a contract were added to DFE(LEGAL).

Students

For those districts that had them, the following LOCAL policies were deleted because their content is more appropriately addressed in administrative regulations:

- ED, Organization of Instruction.
- EEA, Instructional Arrangements: Grouping for Instruction.
- EEB, Instructional Arrangements: Class Size.
- EFC, Instructional Resources: Community Instructional Resources.
- EFD, Instructional Resources: Field Trips. Any board-level provisions regarding field trips that districts wish to retain are now at FMG, addressing student travel.
- EHBA, Special Programs: Special Education.
- EHBL, Special Programs: High School Equivalency.

Special Education Video and Audio Monitoring

EHBAF(LOCAL) POLICY CONSIDERATIONS

Updated Administrative Code rules resulted in recommended changes to this policy on special education video and audio monitoring, including:

- Clarification that requests for cameras to be installed the following school year must be made in writing;
- An affirmative statement that districts must operate the installed cameras during the instructional day when one or more students are in the classroom;
- Clarification regarding student clothing changing areas to match the rules;
- Reference to “release” of video recordings as allowed by law; and
- New language granting parents, staff members, or district administrators an expedited review by TEA of certain complaints.

EHBAF(LEGAL) has also been updated to reflect these new Administrative Code rules.

Special Programs

Changes to EHB(LLEGAL) reflect district participation information under the Carl D. Perkins Career and Technical Education Act. Changes to EHBI(LLEGAL) reflect and refer to updated Administrative Rules on adult education.

State Assessment and Partnership Charters

The policy on state assessments, EKB(LLEGAL), was updated to reflect amended rules regarding the substitute assessments used to satisfy end-of-course graduation requirements. New rules on partnership charters required changes to ELA(LLEGAL).

Investigations and Searches

The table of contents for the F Section of the manual was revised to reflect the new title for FNF(LLOCAL), now Investigations and Searches. Revisions to FFG(LLEGAL) add details on disciplinary actions that SBEC can take against an educator who fails to comply with child abuse and neglect reporting requirements.

FNF(LLOCAL) POLICY CONSIDERATIONS

This local policy on student investigations and searches has been updated to reflect current case law and common practices, including:

- Clarifying that students may not refuse to answer questions from district officials about their own conduct or another student's conduct on the grounds that it would incriminate them;
- Adding a statement that reminds students there is no expectation of privacy in district property and such property may be searched at any time without notice;
- Adding general search provisions that outline the district's authority to conduct searches of students and their belongings;
- Language permitting the district to conduct metal detector searches; and
- Deleting the details of random drug-testing programs to avoid conflict between policy and administrative procedures. If districts have questions about this change, they should contact their policy consultant.

FNF(LLEGAL) was also updated to include case law on intrusive searches.

Student Discipline

Existing statutory provisions regarding the required conference, appeals, and placement length for a student being removed from class by a teacher were added to FOA(LLEGAL). FODA(LLEGAL) was revised to include existing statutory provisions on juvenile justice alternative education programs in counties

with certain populations. Provisions on manifestation determinations for students with disabilities were updated in FOF(LEGAL) to add existing statutory detail.

¹ TASB Policy Service website: <https://www.tasb.org/services/policy-service.aspx/>

² TASB Leadership Team Services' Superintendent Evaluation web page: <https://www.tasb.org/services/leadership-team-services/resources/superintendent-evaluation.aspx>



(LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)

Policies recommended for deletion are not included. If you want to include the text of these policies in the information given to the Board, you may download them from *Policy On Line*.

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

Note: While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact:	School Districts and Education Service Centers	Community Colleges
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

Board Authority

The Board has final authority to determine and interpret the policies that govern the schools and, subject to the mandates and limits imposed by state and federal authorities, has complete and full control of the District. Board action shall be taken only in meetings that comply with the Open Meetings Act. [See BE(LEGAL)]

**Transacting
Business**

When a proposal is presented to the Board, the Board shall hold a discussion and reach a decision. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board binding upon each member.

**Individual Authority
for Committing the
Board**

Board members as individuals shall not exercise authority over the District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BDAA]

**Individual Access to
Information**

An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the public in accordance with the Public Information Chapter of the Government Code. [See GBA]

Limitations

If a Board member is not acting in his or her official capacity, the Board member has no greater right to District records than a member of the public.

An individual Board member shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policy FL.

A Board member who is denied access to a record under this provision may ask the Board to determine whether the record should be provided or may file a request under the Public Information Act. [See GBAA]

Requests for
Records

An individual Board member shall seek access to records or request copies of records from the Superintendent or other designated custodian of records, who shall respond within the time frames required by law. When a custodian of records other than the Superintendent provides access to records or copies of records to an individual Board member, the provider shall inform the Superintendent of the records provided.

In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one

BOARD MEMBERS
AUTHORITY

BBE
(LOCAL)

or more requests by any individual Board member for 200 or more pages of material in a 90-day period.

Requests for
Reports

No individual Board member shall direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or other custodian of records regarding the preparation of reports shall be by Board action.

Confidentiality

At the time a Board member is provided access to ~~confidential~~ records or ~~te~~-reports that are confidential or otherwise not subject to public disclosure [see GBA], ~~compiled from such records~~, the Superintendent or other District employee shall advise the Board member of the responsibility to comply with confidentiality requirements and the District's information security controls.

**Referring
Complaints**

If employees, parents, students, or other members of the public bring concerns or complaints to an individual Board member, he or she shall refer them to the Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policy. [See (LOCAL) policies at DGBA, FNG, and GF]

When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda.

**Visits to District
Facilities**

A Board member shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations. [See also GKC]

The Board shall retain an attorney or attorneys, as necessary, to serve as the District's legal counsel and ~~representative~~~~representatives~~ in matters requiring legal services. Services to be performed and reasonable ~~fees and expenses~~~~compensation~~ to be paid by the ~~District~~~~Board~~ shall be set forth in ~~writing~~~~a written contract~~ between the Board and the attorney or attorneys.

~~Individual~~~~In accordance with the written contract, individual~~ Board members shall channel legal inquiries through the Superintendent, Board President, or Board's designee, as appropriate, when seeking advice or information from the District's legal counsel.

~~A staff request~~~~Staff shall submit requests~~ for legal advice from the District's legal counsel ~~must be submitted~~ through the Superintendent ~~or designee~~.

~~Advice from legal counsel shall be reported to the Board upon~~~~Upon~~ request of the Board or when deemed necessary by the Superintendent, ~~Board President, or Board's designee~~.~~the Superintendent shall report advice from legal counsel.~~

**Evaluation
Instrument**

~~The instrument used to evaluate the Superintendent shall be based on the Superintendent's job description [see BJA(LOCAL)] and performance goals and shall be adopted by the Board.~~

Written Evaluation

The Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals.

The Board shall furnish the Superintendent with a copy of the completed evaluation and shall discuss its conclusions with the Superintendent in a closed meeting, unless the Superintendent requests that the discussion be open.

Objectives

~~The Board shall strive to accomplish the following objectives in conducting the Superintendent's written evaluation:~~

- ~~1. Clarify to the Superintendent his or her role, as seen by the Board.~~
- ~~2. Clarify to Board members the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives.~~
- ~~3. Foster an early understanding among new Board members of the evaluation process and the Superintendent's current performance objectives and priorities.~~
- ~~4. Develop and sustain a harmonious working relationship between the Board and the Superintendent.~~
- ~~5. Ensure administrative leadership for excellence in the District.~~

Informal Evaluation

The Board may at any time conduct and communicate oral evaluations to augment its written evaluations.

SCHOOL PROPERTIES DISPOSAL

CI
(LOCAL)

The Superintendent~~Superintendent or designee~~ is authorized to declare District materials, equipment, ~~personal property such as vehicles~~, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, ~~personal property such as vehicles~~, and supplies for fair market value. If the unnecessary property has no value, the Superintendent~~Superintendent or designee~~ may dispose of such property according to administrative discretion.

Instructional materials shall be disposed of in accordance with law. [See CMD(LEGAL)]

Property~~Items~~ obtained with federal funds or as federal surplus shall be managed in accordance with~~according to~~ federal law~~regulations~~.

Food
~~Donation~~ **Donations**

The Superintendent shall be authorized to develop regulations for the District ~~campuses~~ to donate or otherwise dispose of leftover food in accordance with law.

Meal Charges

State Law

As established by the Board, a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase ~~meals for up to~~ meals for up to five school days. The Superintendent shall develop administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment; and
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student.

No fees or interest shall be charged by the District for meals purchased during the grace period.

Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which ~~reimbursable or alternate~~ meals shall be served to the student;
2. The District's efforts to minimize overt identification of the student; and
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.

FOOD AND NUTRITION MANAGEMENT
PROCUREMENT

COA
(LOCAL)

Procurement

The Superintendent shall oversee the use of federal child nutrition funds to procure appropriate goods and services necessary for providing food service to students and shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to comply with all state and federal requirements for use of these funds.

[See CO(LEGAL) and COA(LEGAL)]

Geographic
Preference

The Board delegates to the Superintendent the authority to determine whether the District will apply a geographic preference when procuring unprocessed, locally grown or locally raised agricultural products and to:

1. Specify the types of products for which any geographic preference will be applied; and
2. Define the geographic area to be preferred for each applicable product.

FOOD AND NUTRITION MANAGEMENT
FREE AND REDUCED-PRICE MEALS

COB
(LOCAL)

Eligibility Appeals

The District shall provide a hearing process in compliance with U.S. Department of Agriculture (USDA) requirements for disputes about a student's eligibility for free or reduced-price meal programs. A parent or student may appeal the decision of the hearing official in accordance with FNG(LOCAL).

**Civil Rights
Complaints**

A person alleging discrimination in school meal programs based on race, color, national origin, sex, age, or disability shall be informed of the procedures and right to file a complaint with the Texas Department of Agriculture (TDA) Food and Nutrition office and the USDA. Complaints received by District personnel shall be forwarded to TDA.

~~INSURANCE AND ANNUITIES MANAGEMENT
LIABILITY INSURANCE~~

~~CRB
(LOCAL)~~

~~**Trustees and
Employees**~~

~~The District shall purchase insurance as provided in CRB(LEGAL) to fund the cost of litigation to protect the District, its employees, and Trustees who are exposed to individual liability by virtue of their official duties. [See CRB(LEGAL)]~~

~~**Tort Claims**~~

~~In addition, the District shall purchase insurance to protect the District and employees from liability under the Tort Claims Act. [See CRB(LEGAL)]~~

Port Neches-Groves ISD
123908

SPECIAL PROGRAMS
SPECIAL EDUCATION

EHBA
(LOCAL)

~~The District shall participate in, and be governed by the policies of,
the Special Education Cooperative for Golden Triangle Deaf, Visual
Handicapped, Profoundly Handicapped – REACH.~~

Note: Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

To promote student safety, the District shall comply with requests for video and audio monitoring of certain self-contained special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The Superintendent~~The Superintendent~~ is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a self-contained classroom eligible for video surveillance may request [in writing](#) that a video camera be placed in the classroom by the end of the current school year or by the tenth business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the [requester](#)~~requestor~~ not later than the seventh business day after receipt of the request.

Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when **one or more** students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the ~~requester~~ **requester** withdraws the request in writing and no request is submitted to continue the **surveillance**. **Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.**

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for ~~toileting or diapering a student or removing or~~ **changing** a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

Retention of Recordings

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

Confidentiality of Recordings

Video recordings made in accordance with this policy shall be confidential and shall only be ~~released~~ **accessed** or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;

2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;
3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate [Texas Education Agency](#) ~~TEA~~ or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items 2–~~through~~ 4, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within 48 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. [No later than ten District business days](#) ~~No later than ten District business days~~ after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 [and 19 Ad-](#)

ministrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303., ~~including requesting an expedited review.~~

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF
(LOCAL)

Questioning
Students

District
officials ~~Interrogation
s~~

~~By Police Officials
Authorities~~

~~Administrators, teachers, and other professional personnel~~ may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students may not refuse to answer questions based on ~~a have no claim to the~~ right not to incriminate themselves.

For provisions pertaining to student questioning by law enforcement officials or other ~~state or local governmental~~ ~~lawful~~ authorities, see GRA(LOCAL).

District Property
Desks, Lockers and
Vehicles

~~Students have full responsibility for the security of their~~ lockers, District-provided technology, and similar items are ~~the~~ ~~and for vehi-~~ ~~cles parked on school~~ property of the District and ~~. It is the stu-~~ ~~dent's responsibility to ensure that lockers and vehicles are locked~~ and that the keys and combinations are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property. ~~not given to others.~~ Students shall be fully responsible for the security and contents of District property assigned to them. No student shall ~~not~~ place or, keep in a desk, locker, District-provided technology, or similar item, ~~or maintain~~ any article or material ~~that is forbidden by District policy in lockers or in vehicles parked on school property.~~

~~School officials may search lockers or vehicles parked on school property if there is reasonable cause to believe that they contain articles or materials~~ prohibited by law, District policy, or the Student Code of Conduct. Students shall be responsible for any prohibited ~~item~~ ~~items~~ found in ~~District~~ ~~their lockers or in vehicles parked on school~~ property provided to the student.

Searches in General

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and District policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner.

District officials may initiate a search in accordance with law, including, for example, based on reasonable suspicion, voluntary consent, or pursuant to District policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on District property.

Reasonable-
Suspicion Searches

Searches should be reasonable at their inception and in scope. If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF
(LOCAL)

	<p>the Student Code of Conduct, a District official may conduct a search in accordance with law and District regulations.</p>
<p>Suspicionless Searches</p>	<p>For purposes of this policy, a suspicionless search is a search carried out based on lawful security procedures, such as metal detector searches or random drug testing.</p>
<p><i>Metal Detector Searches</i></p>	<p>In order to maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector searches when entering a District campus and at off-campus, school-sponsored activities.</p> <p>If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit a search of the vehicle, the District may turn the matter over to local law enforcement officials.</p>
<p>Use of Trained Dogs</p>	<p>The District reserves the right to shall use specially trained nonaggressive dogs to conduct screening for sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF(LEGAL), and alcohol. This program is implemented in response to drug and alcohol-related problems in District schools, with the objective of maintaining a safe school environment conducive to education.</p> <p>Such procedures visits to schools shall be unannounced. The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item a locker, a vehicle, or an area item in a classroom, it may be searched by District officials school officials. Searches of vehicles shall be conducted as described above.</p>
<p>Notice</p>	<p>At the beginning of the school year, the District shall inform students of the District's policy on searches, as outlined above, and shall specifically notify students that:</p> <ol style="list-style-type: none">1. Lockers may be sniffed by trained dogs at any time.2. Vehicles parked on school property may be sniffed by trained dogs at any time.3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.

~~4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.~~

Parent Notification

~~The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.~~

**Random Drug-
Testing
Program Policy**

Scope

The District requires ~~the~~ random drug-testing of any student in ~~grades 9-12~~ ~~grades 9-12~~ who chooses to ~~participate in school-sponsored extracurricular activities or request a permit to park a vehicle on school property.~~ ~~participate in school-sponsored extracurricular activities and/or any student who drives a motorized vehicle on any District campus.~~

~~The Superintendent~~ ~~Students~~ shall develop regulations for ~~be randomly tested throughout the~~ ~~implementation of~~ ~~school year.~~

**Voluntary
Participation**

~~A student who does not participate in any extracurricular activity or drive a motorized vehicle on any District campus may request to participate voluntarily in the District's random student drug-testing program.~~

~~Before voluntary participation is permitted, the student must properly complete and submit the District random drug-testing program participation agreement and consent form to the principal or principal's designee. If the student is under the age of 18, the student's parent or guardian shall also sign the form.~~

~~At any time, upon written request, a student participating on a voluntary basis may withdraw from the random drug-testing program that address the following~~ ~~without consequence.~~

Purpose

~~The purposes of the drug-testing program are to:~~

- ~~1. Prevent injury, illness, and harm resulting from the use of illegal and performance-enhancing drugs or alcohol;~~
- ~~2. Help enforce a drug-free educational environment;~~
- ~~3. Deter student use of illegal and performance-enhancing drugs or alcohol; and~~
- ~~4. Educate students regarding the harm caused by the use of illegal and performance-enhancing drugs or alcohol.~~

Distribution of Policy

~~The District shall provide each parent and student a copy of the drug-testing policy and consent form prior to the student's participation extracurricular activities and/or driving a motorized vehicle on any District campus.~~

Consent

~~Before a student is eligible to participate in extracurricular activities and/or drive a motorized vehicle on any District campus, the student shall be required to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in extracurricular activities and/or drive a motorized vehicle on any District campus.~~

~~The consent form shall cover the period the student is enrolled in grades 9–12. Only one form shall be required for a student regardless of the number of extracurricular activities in which he or she participates.~~

**Withdrawal of
Consent**

~~Unless the student submits a written request, or if the student is under 18, the student's parent or guardian submits a written request on a form provided by the District to withdraw the student from the drug-testing program, the student shall remain subject to random drug-testing even if he or she no longer participates in extracurricular activities or drives a motorized vehicle on District property.~~

**Effect of Withdrawal
and Reinstatement**

~~A student who is required by policy to participate in the random drug-testing program and who withdraws from the program shall not be eligible to participate in either extracurricular activities and/or drive a motorized vehicle on any District campus unless the student is reinstated in the program.~~

~~Students withdrawing from the random drug-testing program shall not be reinstated until all of the following criteria have been met:~~

- ~~1.— A period of 90 school days have elapsed since the date of withdrawal from the program.~~
- ~~2.— The student has signed a new consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian has also signed the consent form.~~
- ~~3.— The student has been retested in the program and received a negative result.~~

Use of Results

~~Drug test results shall be used only to determine eligibility for participation in extracurricular activities and for driving a motorized vehicle on any District campus. Positive drug test results shall not be used to impose disciplinary sanctions or academic penalties.~~

~~Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A~~

~~student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.~~

Confidentiality

~~The collection and coding of specimen samples shall be executed in a manner that ensures proper identification and total confidentiality.~~

~~Test results shall be made known to the Superintendent or designee, the student, and the parent or person otherwise in lawful control of the student. All other parties involved in a case of a confirmed positive test shall be notified only with respect to the level of the offense.~~

~~Test results shall be released only upon written request of a parent or person otherwise in lawful control of the student or to a student who is of legal age. Test results shall be destroyed within 60 days of when the student graduates or is no longer of school age.~~

~~The vendor, laboratory, and medical review officer (MRO) shall be prohibited from releasing any statistical information relating to the nature or rate of any positive tests that result from the testing program to any person, organization, news publication, or the media without the express written consent of the District. The vendor shall, however, provide the District with a report, at least once per semester, that includes the number of tests performed during the specified period, the rate of both positive and negative results, and a list of the substances identified from any positive specimens.~~

Testing Laboratory

~~The District shall contract for drug-screening services through an independent laboratory that has met all standards for certification as established by the Substance Abuse and Mental Health Services Administration, and all testing shall be conducted by qualified laboratory personnel in accordance with accepted practices and procedures established by the contracted laboratory. Testing shall be accomplished by urinalysis using accepted immunological procedures; chain-of-custody documentation shall be maintained throughout the collection and testing processes.~~

Substances for Which Tests Are Conducted

~~The District shall make available to students and parents a list of the exact substances for which tests will be conducted.~~

~~Students may be tested for the use of:~~

1. Covered activities and purpose of the program;
2. Written consent and confidentiality of results;
3. Testing procedures and collection process; and
4. Applicable consequences.

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF
(LOCAL)

Appeal

- ~~1.— Drugs that an individual may not buy, possess, or use without a prescription or sell or distribute under either federal or state law.~~
- ~~2.— Over the counter drugs that may be used in abusive manner.~~
- ~~3.— Performance-enhancing drugs.~~

Collection Procedures

~~Personnel from the drug testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for testing, a student shall be escorted to the school's testing site by a District employee and shall remain under employee supervision until the student provides a sample. Samples shall be produced by a student from behind a closed restroom stall. Personnel from the drug testing laboratory shall monitor the collection to ensure the validity of the sample. However, that person shall be positioned in such a way as to give the student his or her privacy during the collection process.~~

Random Testing

~~Random tests shall be conducted on as many as 30 dates throughout the school year.~~

~~No less than 20 students and no more than 35 students participating in the program shall be randomly selected for each random test date.~~

~~The drug testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.~~

Refusal to Test or Tampering

~~A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any.~~

~~If a student is absent on the day of the random test, a sample shall be collected on the next random testing date.~~

Positive Test Results

~~An initial positive test shall be confirmed by a second test of the same specimen before being reported as positive.~~

~~The student or parent shall have five school days following the notification of a positive result to provide a medical explanation for a positive result to the testing laboratory.~~

~~Upon receiving results of a positive drug test from the testing laboratory, the District shall schedule a meeting with the student, the student's parent if the student is under the age of 18, and the coach or sponsor of the extracurricular activity to discuss sanctions due to positive test results.~~

Consequences	<p>Consequences of positive test results shall be cumulative through the student's enrollment in the District.</p> <p>A student who has a confirmed positive drug test shall be subject to the following consequences:</p>
First Offense	<p>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for 15 school days following the date the student and parent are notified of the test results.</p> <p>During the period of suspension, the student may participate in practices but not in any competitive activities.</p>
Retesting	<p>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</p>
Drug Abuse Prevention	<p>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</p>
Second Offense	<p>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for 45 school days following the date the student and parent are notified of the test results.</p>
Retesting	<p>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</p>
Drug Abuse Prevention	<p>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</p>
Third Offense	<p>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for one calendar year following the date the student and parent are notified of the test results.</p>
Retesting	<p>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</p>
Drug Abuse Prevention	<p>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</p>
Fourth Offense	<p>The student shall be suspended from participation in any extracurricular activity for the remainder of the student's enrollment in the District.</p>

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF
(LOCAL)

**End-of-Semester
Suspensions**

~~If a student's suspension from participation for a first and/or second offense is not completed by the end of the semester, the student shall complete the assigned period of suspension during the following semester or during the first semester of the following school year.~~

~~If a student withdraws from the District before the period of suspension ends, should the student reenroll in the District, he or she shall be required to complete any time remaining on the suspension prior to his or her withdrawal from the District.~~

Appeals

A student or parent may appeal a decision made under the random drug-testing program ~~this policy~~ in accordance with FNF(LOCAL). The student shall be ineligible for participation in extracurricular activities or reinstatement of parking privileges ~~participation in extracurricular activities~~ while the appeal is pending.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

AIA(LLEGAL)

ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Significant changes to this legally referenced policy on accreditation include:

- Moving the list of quality of learning indicators, which are used to prepare performance reports, to AIB;
- Adding detail on campus performance ratings under the local accountability option; and
- Clarifying when the commissioner of education's award of a campus distinction designation is mandatory or discretionary.

AIB(LLEGAL)

ACCOUNTABILITY: PERFORMANCE REPORTING

Significant changes to this legally referenced policy on performance reporting include:

- Better distinction of the district's obligations regarding hearing requirements, publication, and use of the annual report and the Texas Academic Performance Report (TAPR);
- Clarification of additional information required in the annual performance report;
- Addition of the list of quality of learning indicators used to prepare performance reports, which was previously at AIA; and
- New text to reference the Performance-Based Monitoring Analysis System (PBMAS).

AIC(LLEGAL)

ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Update 113 includes a significant restructuring of this legally referenced policy on interventions and sanctions to add detail as appropriate, reorganize the provisions for better flow, and better reflect the legal content. The revisions also incorporate recent Administrative Code changes addressing:

- Provisions regarding commissioner of education appointment of a board of managers if a district has had a conservator or management team assigned for two consecutive years (effective January 28, 2019);
- Procedures to provide training in effective leadership strategies for a board of managers and subsequently to the board of trustees (effective February 4, 2019);
- Provisions on obtaining an intervention pause by contracting with a partner to operate a campus charter or operating as a designated mathematics innovation zone (effective November 18, 2018); and
- Information regarding when the commissioner may increase the intensity of sanctions (effective December 5, 2018).

AID(LLEGAL)

ACCOUNTABILITY: FEDERAL ACCOUNTABILITY STANDARDS

In this legally referenced policy on federal accountability, we have added detail about what must be included in the district plan required to receive a Title I, Part A subgrant. For schoolwide programs and targeted assistance schools, the plan must address, where appropriate, educational services outside the district's schools for neglected or delinquent children living in local institutions or attending community day-school programs.

Other changes are to match statutory language.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

BBBA(LEGAL) ELECTIONS: CONDUCTING ELECTIONS

Citations have been updated throughout this legally referenced policy on elections. In addition, we have made a correction at Notice to Candidates to properly reflect the statutory language.

BBBD(LEGAL) ELECTIONS: CAMPAIGN ETHICS

This legally referenced policy on campaign ethics has been updated to include existing legal provisions explaining disclosure requirements for political advertising.

BBE(LEGAL) BOARD MEMBERS: AUTHORITY

Provisions on board member access to information have been updated to include the text of two offenses addressing misuse of government records and information, which address willfully destroying, mutilating, or removing public information without permission; altering public information; or distributing confidential information.

Other changes include:

- A cross-reference to CPC for offenses on destruction or alienation of records and tampering with governmental records;
- A cross-reference to BBFB for offenses on misuse of official information;
- Reordering of provisions for better flow; and
- Revisions to better match statutory language.

BBE(LOCAL) BOARD MEMBERS: AUTHORITY

A recommended revision to this policy addressing board member access to information clarifies that when a board member is provided access to records or reports that are confidential or not subject to public disclosure, district staff will inform the board member about compliance with the district's applicable information security controls.

BDD(LOCAL) BOARD INTERNAL ORGANIZATION: ATTORNEY

This local policy on legal counsel has been updated to reflect common practices.

In the first two paragraphs, recommended changes reflect that many law firms use an engagement letter rather than a written agreement or contract to establish the fees and expenses for services.

A revision about reporting legal advice to the entire board recognizes that the board president or board's designee, not just the superintendent, may obtain and report legal advice to the board.

A final change strengthens the wording regarding staff requests for legal advice.

BDF(LEGAL) BOARD INTERNAL ORGANIZATION: CITIZEN ADVISORY COMMITTEES

From existing statute, we have added the requirement for the School Health Advisory Council's annual report to the board to include any recommendations made by the physical activity and fitness planning committee.

BF(LEGAL) BOARD POLICIES

This legally referenced policy addressing waivers has been updated to include waivers applicable to a district or campus required to have a student achievement improvement plan. Other changes are to better match statutory language.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

BJCD(LLEGAL) SUPERINTENDENT: EVALUATION

A new Administrative Code rule effective January 24, 2019, has been added to this legally referenced policy on superintendent evaluation. The rule allows completion of the Lone Star Governance superintendent evaluation to satisfy the commissioner of education's superintendent appraisal process.

BJCD(LOCAL) SUPERINTENDENT: EVALUATION

Recommended revisions streamline this local policy on superintendent evaluation by deleting specifics about the evaluation instrument and the list of board objectives in conducting the evaluation. These changes were prompted by recently updated Administrative Code rules. The changes also clarify that although the evaluation typically takes place in a closed meeting, the superintendent may request an open meeting.

An overview of legal requirements and links to TASB's Superintendent Evaluation Instrument are available on the [TASB Leadership Team Services](#) website.

CBB(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: FEDERAL

Additional provisions have been added from the Office of Management and Budget (OMB) Uniform Guidance, which establishes uniform requirements for federal awards to non-federal entities, such as school districts. The provisions include standards for federally owned property, property acquired or improved with federal awards, and equipment and supplies acquired under a federal award.

In addition, we have updated the Note on page 5 with additional resources on the micro-purchase threshold and the simplified acquisition threshold.

CDA(LLEGAL) OTHER REVENUES: INVESTMENTS

Throughout this legally referenced policy on investments, we have added statutory language that gives districts flexibility to take certain actions by "rule, order, ordinance, or resolution." Other changes are to better match statutory language.

CDB(LLEGAL) OTHER REVENUES: SALE, LEASE, OR EXCHANGE OF SCHOOL-OWNED PROPERTY

We have added a Note at the beginning of this policy reminding districts that specific legal requirements apply to the disposal of real property acquired with federal funds. Provisions on Civil Order 5281 have been deleted. Other changes are to better match statutory language.

CDH(LLEGAL) OTHER REVENUES: PUBLIC AND PRIVATE FACILITIES

Additional detail from existing statute has been added regarding public facility corporations and public and private facilities and infrastructure partnerships.

CFEA(LLEGAL) PAYROLL PROCEDURES: SALARY DEDUCTIONS AND REDUCTIONS

This legally referenced policy on salary deductions has been revised to include more detail from existing law on each of the listed deductions.

CG(LLEGAL) BONDED EMPLOYEES AND OFFICERS

This legally referenced policy on bonded employees and officers has been deleted, since the content is addressed at other codes.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

CI(LOCAL) SCHOOL PROPERTIES DISPOSAL

This local policy authorizes the superintendent to declare district materials, equipment, and supplies to be unnecessary and appropriately dispose of those items. In response to questions, we have clarified that the scope of this authority includes district vehicles and other district personal property.

In addition, we recommend adding a statement that instructional materials must be disposed of in accordance with law, as the Education Code requires the board to determine that the materials are not needed by the district.

Finally, a change clarifies that property obtained with federal funds or as federal surplus must be managed in accordance with federal law.

Please note that because BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees, we have removed language referring to the superintendent's designee. Contact the district's policy consultant if the board wants to specifically authorize someone other than the superintendent regarding the duties addressed in this policy.

CNC(LEGAL) TRANSPORTATION MANAGEMENT: TRANSPORTATION SAFETY

The offense pertaining to firearms on buses has been deleted from this legally referenced policy on transportation, as the offense is already included at GKA(LEGAL). Other changes are to better match statutory language.

CO(LOCAL) FOOD AND NUTRITION MANAGEMENT

A recommended revision to this local policy expands the provision authorizing the superintendent to develop regulations on donation of food to refer to other disposal methods for leftover food that the district might want to permit, such as implementing a sharing table or selling leftovers. The Texas Department of Agriculture offers [guidance](#) on this topic.

A change at Federal Law deletes the specific references to reimbursable or alternate meals to provide that the district's procedures shall address the parameters under which meals shall be served to a student who has insufficient funds to purchase a meal following exhaustion of the district's meal grace period. The federal USDA Food and Nutrition Service encourages districts to provide a reimbursable meal to such students.

COA(LEGAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT

We have added a Note on page 2 referring to the Texas Department of Agriculture's Food and Nutrition Division *Administrator's Reference Manual* for information on contracts regarding consultants, food service management companies, and vended meals.

COA(LOCAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT

This local policy is recommended for inclusion in the district's policy manual to comply with state and federal procurement rules on use of child nutrition funds. The text assigns responsibility to the superintendent to oversee the use of federal child nutrition funds to procure goods and services as appropriate and to develop and enforce financial management systems, internal control procedures, procurement procedures, and other procedures to comply with state and federal requirements.

The policy also includes provisions that authorize the superintendent to determine whether the district will apply a geographic preference when procuring unprocessed, locally grown or raised agricultural products to determine the types of products to which the preference would apply and to define the relevant geographic area.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

Contact your policy consultant if the board will authorize a position other than the superintendent to perform these responsibilities.

COB(LLEGAL) FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS

This legally referenced policy on free and reduced-price meals has been updated with additional provisions from existing law that address U.S. Department of Agriculture standards for eligibility hearings and nondiscrimination and confidentiality. A link provides the required nondiscrimination statement posting in a variety of languages.

COB(LOCAL) FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS

This new local policy is recommended for inclusion in the district's policy manual to address elements of the federal free and reduced-price meal programs.

New text addresses student and parent appeals regarding eligibility for free or reduced-price meal programs. Federal law requires a district to provide a hearing process that meets certain requirements, as described in COB(LLEGAL). The local policy provides an avenue for appeal of the hearing official's decision in accordance with FNG(LOCAL).

As reflected at Civil Rights Complaints, federal and state guidance also requires districts to inform individuals alleging discrimination in school meal programs based on race, color, national origin, sex, age, or disability of the procedures and right to file a complaint with the Texas and U.S. Departments of Agriculture. Any such complaints must be forwarded to the Texas Department of Agriculture.

CPC(LLEGAL) OFFICE MANAGEMENT: RECORDS MANAGEMENT

This legally referenced policy on records management has been updated to include the criminal offenses of destruction or alienation of records and tampering with governmental records.

CR(LLEGAL) INSURANCE AND ANNUITIES MANAGEMENT

This legally referenced policy on insurance has been updated to better match statutory language.

CRB(LOCAL) INSURANCE AND ANNUITIES MANAGEMENT: LIABILITY INSURANCE

This local policy addressing the various types of insurance the district will purchase is recommended for deletion, as these decisions are typically made during the budget process and there is no requirement to reflect these decisions in board policy.

CRF(LLEGAL) INSURANCE AND ANNUITIES MANAGEMENT: UNEMPLOYMENT INSURANCE

Additional detail from existing statute has been added to this legally referenced policy on unemployment insurance to provide more information about reasonable assurance.

DEC(LLEGAL) COMPENSATION AND BENEFITS: LEAVES AND ABSENCES

At Compliance with a Subpoena, a new Note includes case law explaining that one federal district court concluded that governmental entities, such as school districts, have immunity from liability for claims of retaliatory discharge of an employee for complying with a subpoena.

Additional supporting case law has also been added to the provisions explaining that uniform enforcement of a reasonable absence-control rule does not constitute retaliatory discharge.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

DFE(LEGAL)

TERMINATION OF EMPLOYMENT: RESIGNATION

To assist districts in deciding whether to report an employee who has abandoned a contract to the State Board for Educator Certification (SBEC), we have included the factors that SBEC considers when determining whether the educator had good cause to abandon the contract.

E(LEGAL)

INSTRUCTION

The E section table of contents has been revised to reflect the deletion of codes EFC, on community instructional resources, and EFD, on field trips. Information regarding visitors to campuses is addressed at GKC, while content on all student travel, including field trips, is now found at FMG.

EHBA(LOCAL)

SPECIAL PROGRAMS: SPECIAL EDUCATION

There is no requirement for the district to include in the board-adopted policy manual information about the special education cooperative in which the district participates. Rather, details about the cooperative are included in the district's shared services arrangement, in accordance with TEA guidelines. This policy is recommended for deletion.

EHBAF(LEGAL)

SPECIAL EDUCATION: VIDEO/AUDIO MONITORING

This legally referenced policy has been updated to include revised Administrative Code rules effective January 31, 2019, on video surveillance of special education settings. The rules add detail on reporting possible abuse or neglect seen in a recording, use of recordings in employee disciplinary actions, local policy requirements, procedures to appeal the denial of a request for video installation or to view a recording, and the Texas Education Agency expedited review process.

EHBAF(LOCAL)

SPECIAL EDUCATION: VIDEO/AUDIO MONITORING

Recommended revisions to this local policy on video and audio monitoring of special education classrooms are from revised Administrative Code rules effective January 31, 2019. Changes include:

- Clarification that requests for cameras to be installed the following school year must be in writing;
- At Installation and Operation, the addition of an affirmative statement that the district must operate the cameras during the instructional day at all times when "one or more" students are in the classroom;
- The revision of language regarding areas used for changing a student's clothes to match language in the rules, also at Installation and Operation;
- The reference to "release" of video recordings to specified individuals at Confidentiality of Recordings; and
- At Complaints, new provisions addressing the ability of a parent, staff member, or district administrator to request an expedited review of certain complaints by the Texas Education Agency.

EHBF(LEGAL)

SPECIAL PROGRAMS: CAREER AND TECHNICAL EDUCATION

This legally referenced policy on career and technical education has been updated to include information on district participation requirements under the Carl D. Perkins Career and Technical Education Act, effective July 1, 2019. The Act updated the definition of a member of a special population to whom a district must provide support to ensure program accessibility and assist in overcoming barriers.

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

EHBI(LLEGAL) SPECIAL PROGRAMS: ADULT AND COMMUNITY EDUCATION

Updates to this legally referenced policy on adult education are from amended rules effective December 16, 2018. The policy now refers to the Administrative Code for the essential program requirements. Diploma requirements were deleted from rule and deferred to TEA.

EKB(LLEGAL) TESTING PROGRAMS: STATE ASSESSMENT

Revisions to this legally referenced policy on state assessments include amended rules effective January 8, 2019, that clarify and update provisions on substitute assessments used to satisfy the state's end-of-course (EOC) graduation requirements.

ELA(LLEGAL) CAMPUS OR PROGRAM CHARTERS: PARTNERSHIP CHARTERS

Changes to this legally referenced policy on partnership charters are based on new rules addressing implementation of the accountability intervention pause eligible districts may obtain by entering into partnerships to operate a district campus or through designation as a mathematics innovation zone.

F(LLEGAL) STUDENTS

The F section table of contents has been revised to reflect that FNF has been renamed Investigations and Searches.

FFG(LLEGAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT

Revisions to this legally referenced policy on child abuse and neglect provide additional detail on the disciplinary actions SBEC may take against an educator for failure to comply with child abuse and neglect reporting requirements. Other changes are to better match statutory language.

FNF(LLEGAL) STUDENT RIGHTS AND RESPONSIBILITIES: INVESTIGATIONS AND SEARCHES

This legally referenced policy on student searches has been updated to include case law on intrusive searches, such as a search of a student's underwear. The cases establish the standard that such searches are impermissibly intrusive unless the school officials reasonably suspect that the object of the search is dangerous or likely to be hidden in the student's underwear.

Legal guidance on student searches is outlined in TASB Legal Service's article, [Legal Issues in Student Searches](#).

FNF(LOCAL) STUDENT RIGHTS AND RESPONSIBILITIES: INVESTIGATIONS AND SEARCHES

This local policy on student investigations and searches has been significantly revised to align with common practices and current case law.

The first section affirms that district officials may question a student about the student's or another student's conduct, and students may not refuse to answer questions based on the right not to incriminate themselves.

Provisions about district property inform students that they have no expectation of privacy in district property and such property may be searched at any time without notice. This would include, for example, blanket searches. Students are responsible for any prohibited items found in district property provided to them.

General search provisions have been added and outline the district's authority to conduct searches of students, their belongings, and vehicles in accordance with law and in a reasonable and nondiscriminatory

Explanatory Notes

TASB Localized Policy Manual Update 113

Port Neches-Groves ISD

manner. The policy explains when district officials may initiate a search and the standard for conducting a reasonable-suspicion search.

The policy permits but does not require the district to conduct metal detector searches, including those using handheld wands, and to use trained dogs to screen a student's belongings or an area.

To avoid conflict between policy and administrative procedures on random drug testing, we recommend that the details of the district's drug-testing program for extracurricular activity participants and students with parking permits be removed from board policy. The recommended policy text addresses the board's authorization of the program, students subject to testing, topics to be addressed in procedures, and appeals. Sample administrative procedures are provided in the [Regulations Resource Manual](#).

We also recommend that provisions addressing the voluntary drug-testing program be removed from board policy. The details of any such program may be more appropriately addressed in administrative procedures and communicated to students and parents in the student handbook.

If you have questions about moving your district's drug-testing details to administrative procedures, please contact your policy consultant.

Legal guidance on student searches, including legal concerns seen in local policies, is addressed in TASB Legal Service's [Legal Issues in Update 113](#) memo. Review this document to determine if your practices reflect best practices for student searches.

FOA(LLEGAL)

STUDENT DISCIPLINE: REMOVAL BY TEACHER OR BUS DRIVER

Several existing statutory provisions have been added to this legally referenced policy addressing teacher removal of a student from class. The provisions address the required removal conference, appeals, and placement length.

For clarity, provisions regarding mandatory removal have been moved to the beginning of the policy.

FODA(LLEGAL)

EXPULSION: JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM

This policy is being issued to reflect updated information at the bottom of the document. There are no changes to the text of this legally referenced policy.

FOF(LLEGAL)

STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES

Provisions on manifestation determinations for students with disabilities have been updated to add an existing statutory provision. If the student's conduct is determined to be the direct result of the district's failure to implement the student's IEP, the district must take immediate steps to remedy the deficiencies.

Port Neches-Groves Independent School District Board Document

AGENDA ITEM: Board Member Requests for Future Agenda Items

Board members will be given an opportunity to request items they would like considered for placement on a future board meeting agenda.

Resource Personnel: Board Members

Port Neches-Groves Independent School District

Board Document

At this time the Board will adjourn into closed session pursuant to Texas Government Code Sec. 551 to discuss matters as specifically listed or authorized by law.

- 1) Consultation with Attorney – Texas Government Code, Chapter 551.071;
- 2) Real Property – Texas Government Code, Chapter 551.072
Discuss acquisition, exchange, sale, and/or lease of property; and/or
- 3) Personnel Matters – Texas Government Code, Chapter 551.074
Discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a member of an advisory body; or to hear a complaint or charge against a member of an advisory body

The time is _____.

Recommendations: Discussion only.