



## Agenda for Board of Trustees Meeting Tornillo Independent School District

**Meeting Date:** Wednesday, September 28, 2022

**Meeting Type:** Regular

**Meeting Time:** 5:30 PM

**Meeting Location:** W.E. Neill Service Center, 19210 Cobb, Tornillo, TX 79853

### Disclaimer

This meeting will be conducted in accordance with the Texas Open Meetings Act; hence, the **public is welcomed and invited to attend**. When necessary, the Board may enter into *closed session* under the authority of Chapter 551 of the Texas Government Code.

Public comments related to the agenda items listed for this meeting shall be handled as follows: If you would like to sign up for public comment, please submit the following information to [aguilarr@tisd.us](mailto:aguilarr@tisd.us): (1) your name, (2) contact information, and (3) specify the item(s) you would like to comment upon prior to the board's deliberation. For more information about public comment, see Policy BED.

**All voting will be done in open session.**

**Items on the Agenda:** The subjects (order may be changed) to be discussed, considered, or upon which any formal action may be taken are listed below.

1. **(OTHER) First Order of Business**  
Ms. Marlene Bullard, Board President
  - A. Establish a quorum and call the meeting to order
  - B. Pledge of Allegiance to the United States
2. **(OTHER) Superintendent's Report**  
Mrs. Rosa Vega-Barrio, Superintendent
3. **(OTHER) District Recognitions**
  - A. Texas Education Human Resources Day 4  
LSG Students
4. **(OTHER) Open Forum**  
Ms. Marlene Bullard, Board President
5. **Lone Star Governance**
  - A. Student Outcome Monitoring: GPM 1.1 & GPM 2.1
    1. Tornillo Elementary School 5  
Mrs. Myrna Lopez, TES Principal
    2. Tornillo Intermediate School 12  
Mrs. Nadia De La Rosa, TIS Principal
  - B. (Accountability 1) Review, Discussion, and Possible Action Regarding Board's Time Use Trackers 17  
Ms. Marlene Bullard, Board President
6. **(ADVOCACY) Community Engagement on Student Outcome Goals**  
Ms. Marlene Bullard, Board President
7. **(VISION Y) Information / Reports / Presentations**
  - A. Financial Reports-Information Only 19  
Mr. Luis M. Guerra, Director of Finance
  - B. Blended Learning Grant Program 1

- Mr. Rodrigo Portillo, District Academic Coordinator
8. **(VISION Y) Board Items**
- A. Purchases > \$25,000 threshold - Authorization
    - 1. Consider Approval of Western Technical College Student Tuition and Fees for 2022-2023 47  
Mr. Raymond Bonilla, CTE Coordinator
    - 2. Consider Approval of Elementary Parking Lot 50  
Mr. Rene Estrada, Maintenance/Transportation Director
    - 3. Consider Approval of Sheet Rock Repair at Intermediate Campus 52  
Mr. Rene Estrada, Maintenance/Transportation Director
    - 4. Consider Approval of Tennis Court Wall Repair 54  
Mr. Rene Estrada, Maintenance/Transportation Director
  - B. Discussion and Possible Action to Approve Certificate of Unopposed Candidates for the General Election on November 8, 2022 56  
Ms. Priscilla Mata, Legal Counsel
  - C. Discussion and Possible Action to Cancel the Election for Place Nos. 4, 5, 6 and 7 on the Tornillo ISD Board of Trustees due to Filing of Unopposed Candidates 57  
Ms. Priscilla Mata, Legal Counsel
  - D. Consider Approval of Assigned Fund Balance 61  
Mr. Luis M. Guerra, Director of Finance
  - E. Consider Approval of School Action Fund Project Manager 65  
Mr. Rodrigo Portillo, District Academic Coordinator
  - F. Consider Approval of Strong Foundations Grant Application 66  
Mr. Rodrigo Portillo, District Academic Coordinator
  - G. Discussion and Possible Action Regarding Date for Team of 8 Training  
Mrs. Rosa Vega-Barrio, Superintendent
9. **(STRUCTURE) Consent Agenda**  
(All items on the Consent Agenda shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration)
- A. Consider Approval of Minutes from Previous Meetings:
    - 1. Regular Board Meeting Minutes - August 17, 2022 67
    - 2. Special Board Meeting Minutes - August 30, 2022 72
  - B. Consider Approval of TASB Policy Manual Update 118 (2nd Reading) affecting the following (LOCAL) Policies: 74
    - 1. CFD(LOCAL): ACCOUNTING - ACTIVITY FUNDS MANAGEMENT
    - 2. CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY
    - 3. DFE(LOCAL): TERMINATION OF EMPLOYMENT - RESIGNATION
    - 4. DP(LOCAL): PERSONNEL POSITIONS
    - 5. EHAA(LOCAL): BASIC INSTRUCTIONAL PROGRAM - REQUIRED INSTRUCTION (ALL LEVELS)
    - 6. EHBC(LOCAL): SPECIAL PROGRAMS - COMPENSATORY/ACCELERATED SERVICES
    - 7. EIE(LOCAL): ACADEMIC ACHIEVEMENT - RETENTION AND PROMOTION
    - 8. FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS
    - 9. FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE
    - 10. FEC(LOCAL): ATTENDANCE - ATTENDANCE FOR CREDIT
    - 11. FFC(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT
    - 12. FL(LOCAL): STUDENT RECORDS
 Mrs. Rosa Vega-Barrio, Superintendent
  - C. Consider Approval of Purchasing Cooperatives for 2022-2023 99  
Mr. Luis M. Guerra, Director of Finance
  - D. Consider Approval of Interlocal Agreement for the Establishment and Operation of El Paso County Juvenile Alternative Education Program Pursuant to Chapter 37 of the Texas Education Code 101  
Mrs. Rosa Vega-Barrio, Superintendent
  - E. Consider Approval of 2023 Senior Trip 115  
Mr. Alejandro Olvera, THS Principal
  - F. Consider Approval of Revised Board Meeting Dates 116  
Mrs. Rosa Vega-Barrio, Superintendent
  - G. Consider Approval of School Board Member / Superintendent Continuing Education Services Agreement with ESC Region 19 2022-2023 2  
Mrs. Rosa Vega-Barrio, Superintendent

- H. Consider Approval of Budget Amendments 121  
Mr. Luis M. Guerra, Director of Finance
  - I. Consider Approval and Adoption of Resolution Approving Independent Sources of Instruction 124  
Relating to the Investment Responsibilities  
Mr. Luis M. Guerra, Director of Finance
  - J. Consider Approval and Adoption of Resolution Stating Review of Investment Policy and Designation~~148~~  
of Investment Officer for the Tornillo Independent School District  
Mr. Luis M. Guerra, Director of Finance
  - K. Consider Approval and Adoption of Resolution to Approve List of Current Brokers and Investment 149  
Pools for the Tornillo Independent School District  
Mr. Luis M. Guerra, Director of Finance
10. **Next Meeting Tentative Date:** October 26, 2022

### Adjournment of the Meeting



Rosa Vega-Barrio  
Superintendent of Schools



STATE OF TEXAS  
OFFICE OF THE GOVERNOR

Human resources professionals in Texas schools set the stage for effective education by equipping schools with the best possible teachers and support staff. By recruiting and retaining excellent personnel, they contribute to a safe, enriching environment in which students can grow and thrive.

Human resources is a multifaceted field that encompasses recruiting, onboarding, retention, risk management, benefits administration, and professional development. This work—crucial for organizations in all industries—is especially important in the field of education, where these professionals must meet the needs of both our students and our faculty. These hardworking men and women recruit the best and brightest staff and faculty, ensuring that our students receive the high-quality education they deserve. Their vocation is complex and demanding, but every school year, those working in educational human resources rise to the occasion and ensure that our students are able to prosper as they become our future leaders.

At this time, I encourage all Texans to recognize the importance of human resources in education and celebrate the profession's continued commitment to excellence, meeting the needs of students and teachers alike. I applaud these professionals for their dedicated effort, which paves the way for a better, brighter future for the Lone Star State.

Therefore, I, Greg Abbott, Governor of Texas, do hereby proclaim October 12, 2022, to be

## Education Human Resources Day



in Texas and urge the appropriate recognition whereof.

In official recognition whereof, I hereby affix my signature this the 19th day of September, 2022.

A handwritten signature in black ink that reads "Greg Abbott".

Greg Abbott  
Governor of Texas



**TORNILLO**  

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**EARLY COLLEGE  
DISTRICT**

**Tornillo Elementary  
BOY 2022 September Reporting**

**BOY Attendance  
BOY of the Year Reading & Math Data**

**Lone Star Governance**

# Current Enrollment

PK	35 students
Kinder	45 students
1st Grade	55 students
2nd Grade	58 students
<b>Total (22-23)</b>	<b>193 students</b>
Total (21-22)	204 Students
Total (20-21)	183 Students

# Elementary Attendance

## Year Attendance

PK	92.53
Kinder	95.88%
1st Grade	96.55%
2nd Grade	96.94%
<b>Total</b>	<b>96.12%</b>

## Campus Attendance Efforts

- Daily Phone calls
- Home visits
- Weekly Mtg by Leadership Team
- Positive Recognition
- Parent Conferences

# Kinder

2022-2023 Kinder mClass Reading/Lectura								
	Tier 3			Tier 2			Tier 1	
	BOY	English		BOY	English		BOY	English
<b>Monolingual – 9 students</b>	44% 4			33% 3			22% 2	
<b>Lectura - Dual Language 36 students</b>	25% 9	75% 27		31% 11	19% 7		44% 16	6% 2
<b>Total Students 45 students</b>	BOY 29% 13			31% 14			40% 18	8

2022-2023 Kinder I-Station Math								
	Tier 3			Tier 3			Tier 1	
	BOY	English		BOY	English		BOY	English
<b>Monolingual 9 Students</b>	33% 3			22% 2			44% 4	
<b>Dual Language 36 students</b>	61% 22			8% 3			14% 5	
<b>Total Students 45 students</b>	BOY 56% 25			11% 5			33% 15	

# First Grade

2022-2023 1 <sup>st</sup> Grade mClass Reading/ Lectura								
	Tier 3			Tier 2			Tier 1	
	BOY	English		BOY	English		BOY	English
<b>Monolingual</b> 18 students	50% 9			17% 3			34% 6	
<b>Lectura - Dual Language</b> 37 total students	30% 11	61% 22		8% 3	16% 6		62% 23	25% 9
	BOY							
<b>Total Students</b> 55 students	36% 20			11% 6			52% 29	

2022-2023 1 <sup>st</sup> Grade I-Station Math								
	Tier 3			Tier 2			Tier 1	
	BOY	English		BOY	English		BOY	English
<b>Monolingual</b> 18 students	22% 4			39% 7			41% 7	
<b>Dual Language</b> 36 students	53% 19			11% 4			36% 13	
	BOY							
<b>Total Student</b> 54 students	43% 23			20% 11			37% 20	

# Second Grade

2 <sup>nd</sup> Grade Istation Reading/ Lectura									
	Tier 3			Tier 2			Tier 1		
	BOY	English		BOY	English		BOY	English	
<b>Monolingual</b> 12 students	17% 2			50% 6			33% 4		
<b>Lectura- Dual Language</b> 44 students	11% 5	30% 13		11% 5	11% 5		77% 34	59% 26	
	BOY								
<b>Total Students</b> 56 students	13% 7			20% 11			68% 38		

10

2022-2023 2 <sup>nd</sup> Grade Istation Math									
	Tier 3			Tier 2			Tier 1		
	BOY	English		BOY	English		BOY	English	
<b>Monolingual</b> 12 students	33% 4			25% 3			42% 5		
<b>Dual Language</b> 42 students	69% 29			21% 9			10% 4		
	BOY								
<b>Total Students</b> 54 students	61% 33			22% 12			17% 9		

# Next Steps...



## Areas of Strength

- 62% of Tier 1 Overall in 1<sup>st</sup> Grade Lectura
- 77% of Tier 1 Overall in 2<sup>nd</sup> Grade Lectura (working on Comprehension & Fluency)

## Areas of Concern

- Kinder % of Tier 1 Reading & Math / Dual Language English Reading
- Low 1<sup>st</sup> Grade Math % of Tier 1 (43% are Tier 3)
- Low 2<sup>nd</sup> Grade % of Tier 1 Math (69% are Tier 3)

## -Plan for Acceleration

- Super School (Intervention time) 2 days reading & 2 days math
- Intersession, Mon-Friday (4 hours), Reading/Math/Writing/Language Development
- School Wide Culture of Reading & Writing- Book of the Month, Monthly Reading Challenges



TORNILLO

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EARLY COLLEGE  
DISTRICT

# Campus

**BOY**  
**Student Outcomes**

# BOY 3<sup>rd</sup> Grade MClass Reading

<b>Bilingual (Spanish)</b>	
Well Below Benchmark	19% 6 students
Below Benchmark	3% 1 student
At Benchmark	41% 13 students
Above Benchmark	38% 12 Students

<b>Bilingual English</b>	
Well Below Benchmark	28% 9 students
Below Benchmark	19% 6 students
At Benchmark	28% 9 students
Above Benchmark	25% 8 students

<b>Monolingual</b>	
Well Below Benchmark	29% 6 students
Below Benchmark	33% 7 students
At Benchmark	38% 8 students
Above Benchmark	0% 0 students

# BOY 3<sup>rd</sup> Grade IXL Math

## Monolingual

Far Below Benchmark	9% 2 students
Below Benchmark	48% 11 students
On Benchmark	44% 10 students
Above Benchmark	0% 0 students

## Bilingual English

Well Below Benchmark	17% 5 students
Below Benchmark	48% 14 students
On Benchmark	35% 10 students
Above Benchmark	0% 0 students

# Next Steps to Reach Student Outcome Goals

- RtI
- Work with our special education students to provide them specialized support
- We are working with intervention resources provided by MClass to help students.
- Students are also using Amplify reading as ed tech tool for reading.
- Saturday school and intersession days will be used to close gaps.
- TELPAS data needs to increase to support our monolingual
- Working closely with instructional aides and counselor will help provide 3<sup>rd</sup> grade students support.
- Eureka math interventions
- IXL practice

# QUESTIONS



# TIME USE TRACKER

Date: 8/17/2022

Framework	Student Outcome Minutes	The Board tracks its time invested during public authorized meetings	Other Topic Minutes
Vision & Goals	14	← Minutes setting student outcome goals ← Minutes receiving, discussing, and voting on Student Outcome Goal Monitoring Reports according to the Monitoring Calendar	
		← Minutes setting constraints or theories of action ← Minutes receiving, discussing, and voting on Constraint Monitoring Reports according to the Monitoring Calendar	
		Minutes setting timelines, deadlines, goals, or plans on other items or outcomes → Minutes receiving reports, discussing, debating, and/or voting on other items or outcomes →	29
Progress & Accountability	2	← Minutes performing Board self-evaluations using the LSG Integrity Instrument ← Minutes evaluating the Superintendent on student outcome goals, GPMs, constraints, and CPMs	17
		Minutes performing Board self-evaluations using instruments other than the LSG Integrity Instrument → Minutes evaluating the Superintendent on items other than student outcome goals, GPMs, constraints, and CPMs →	
Systems & Processes		Minutes discussing, debating, and voting on items removed from or on the consent agenda → Time used for public comments on items not on the Board meeting agenda →	3
Advocacy & Engagement	1	← Minutes hosting two-way communication meetings on student outcome goals, constraints, or theories of action ← Minutes recognizing the accomplishments of students and staff regarding progress on student outcome goals	
		Minutes hosting all other Board led, co-led, or called community or committee meetings → Minutes for all other recognitions →	12
Synergy & Teamwork		Minutes fulfilling statutorily required public hearings, forums, and comments Minutes fulfilling statutorily required or Lone Star Governance workshops Minutes in closed session as permitted by law	9
Other		Any time spent on an activity that does not meet the conditions listed above →	1
<b>TOTALS</b>	<b>17</b>		<b>45</b>

Use For Student Outcome Minutes Percentage Calculation:

17

÷

62

× 100 =

27

% Student Outcome Minutes

# TIME USE TRACKER

Date: 8/30/2022

Framework	Student Outcome Minutes	The Board tracks its time invested during public authorized meetings	Other Topic Minutes
Vision & Goals		← Minutes setting student outcome goals ← Minutes receiving, discussing, and voting on Student Outcome Goal Monitoring Reports according to the Monitoring Calendar	
		← Minutes setting constraints or theories of action ← Minutes receiving, discussing, and voting on Constraint Monitoring Reports according to the Monitoring Calendar	
		Minutes setting timelines, deadlines, goals, or plans on other items or outcomes → Minutes receiving reports, discussing, debating, and/or voting on other items or outcomes →	25
Progress & Accountability		← Minutes performing Board self-evaluations using the LSG Integrity Instrument ← Minutes evaluating the Superintendent on student outcome goals, GPMs, constraints, and CPMs	18
		Minutes performing Board self-evaluations using instruments other than the LSG Integrity Instrument → Minutes evaluating the Superintendent on items other than student outcome goals, GPMs, constraints, and CPMs →	
Systems & Processes		Minutes discussing, debating, and voting on items removed from or on the consent agenda → Time used for public comments on items not on the Board meeting agenda →	2
Advocacy & Engagement		← Minutes hosting two-way communication meetings on student outcome goals, constraints, or theories of action ← Minutes recognizing the accomplishments of students and staff regarding progress on student outcome goals	
		Minutes hosting all other Board led, co-led, or called community or committee meetings → Minutes for all other recognitions →	
Synergy & Teamwork		Minutes fulfilling statutorily required public hearings, forums, and comments Minutes fulfilling statutorily required or Lone Star Governance workshops Minutes in closed session as permitted by law	
Other		Any time spent on an activity that does not meet the conditions listed above →	1
<b>TOTALS</b>	0	28	28

Use For Student Outcome Minutes Percentage Calculation:

0

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28

× 100 =

0

% Student Outcome Minutes



## **FINANCIAL REPORTS**

**FOR THE MONTH ENDING AUGUST, 2022**

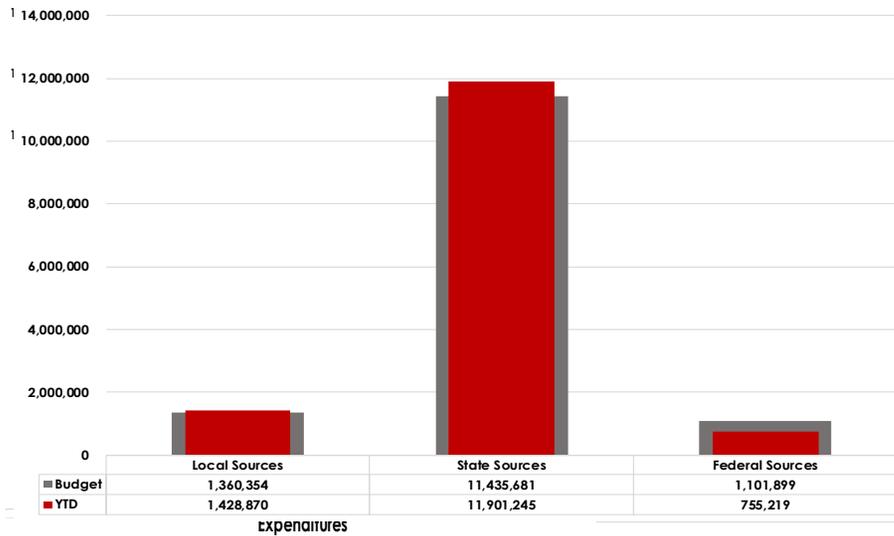
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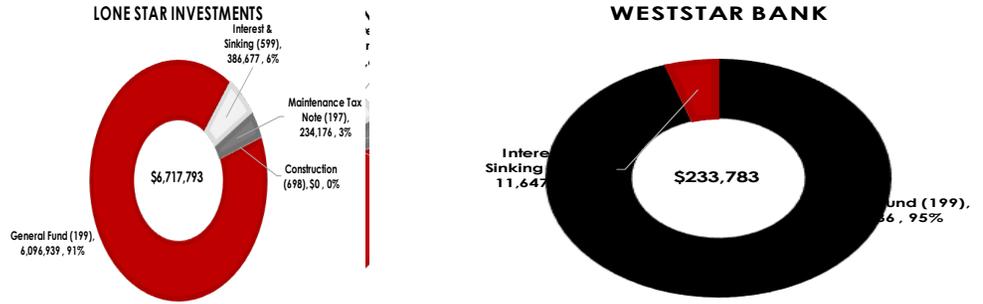
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# TORNILLO INDEPENDENT SCHOOL DISTRICT BOARD FINANCIAL REPORT SUMMARY As of August 31, 2022

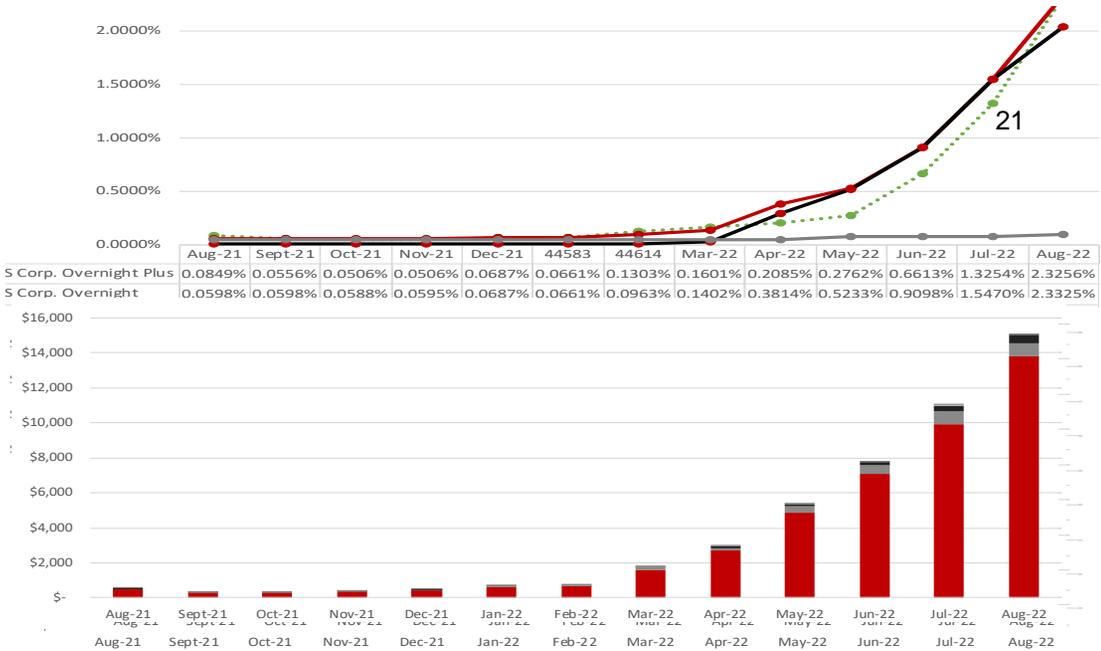
## Board Adopted Revenue and Expenditures



## Banking and Investment Pools

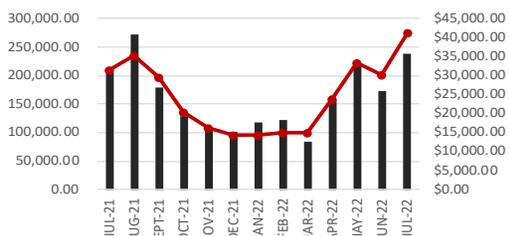


## Investment Rate and Interest Revenue Trends

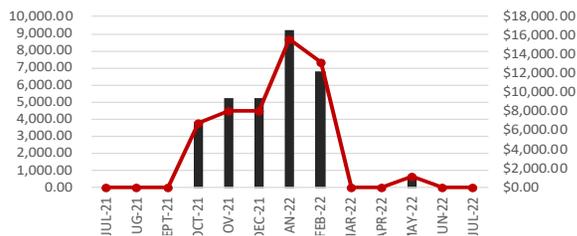


## Utilities

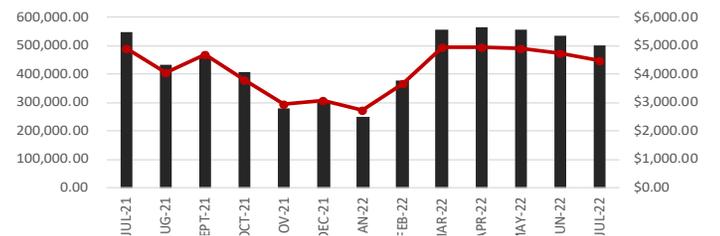
### ELECTRICITY



### PROPANE



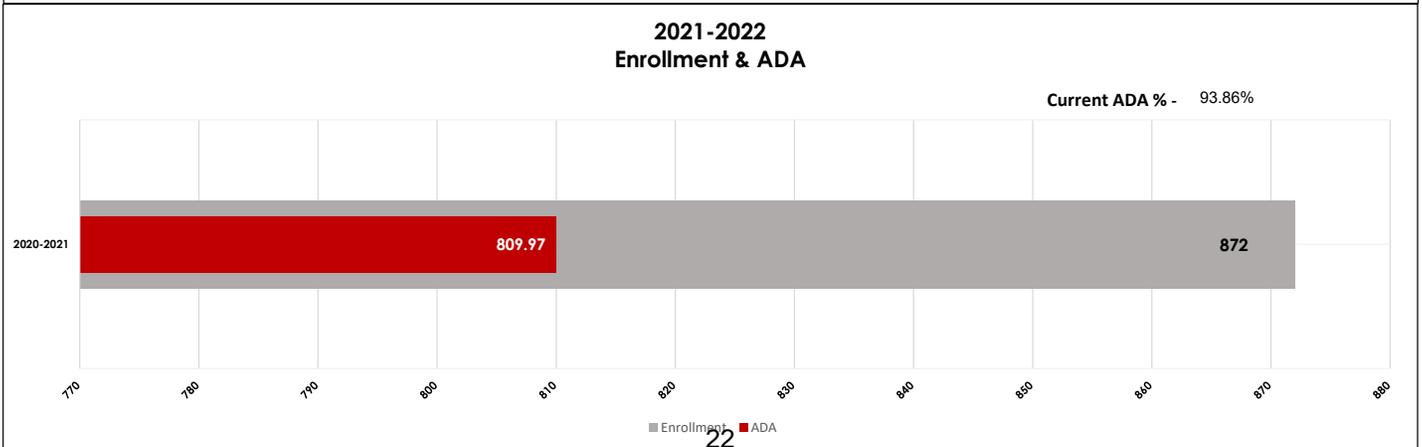
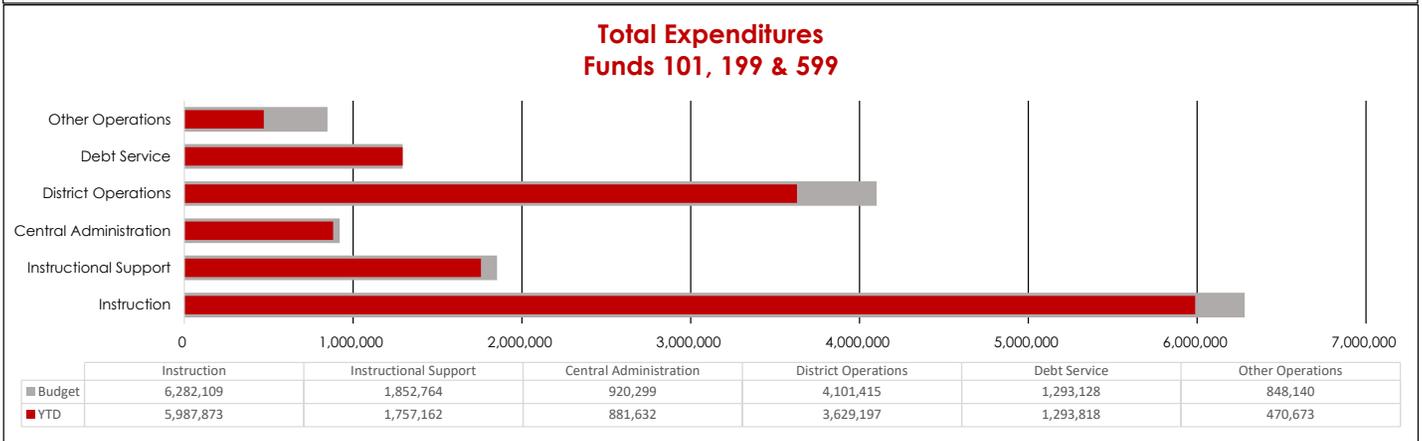
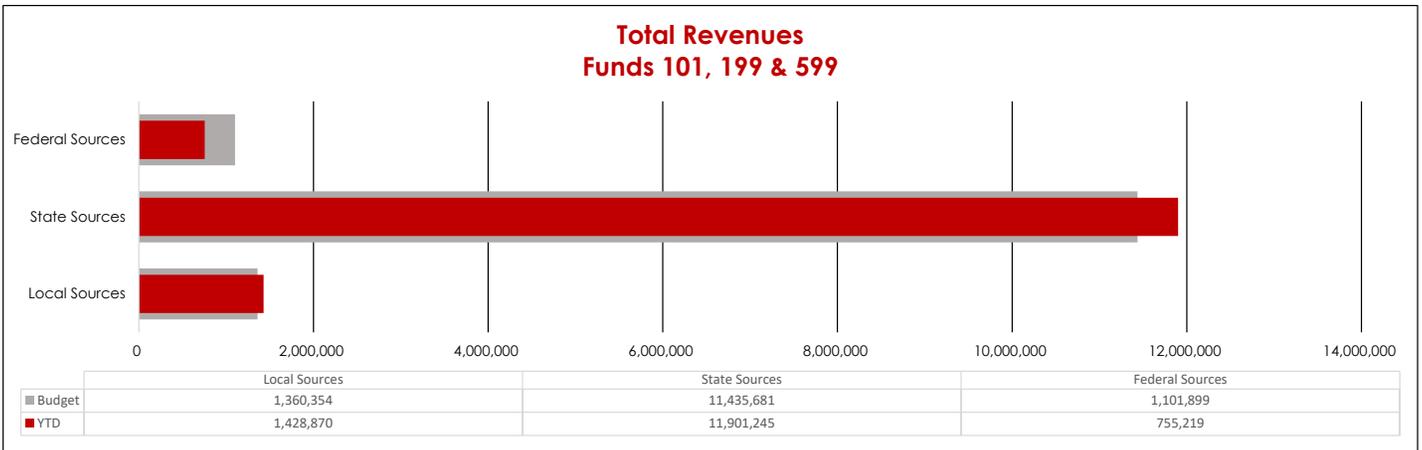
### WATER



# TORNILLO INDEPENDENT SCHOOL DISTRICT

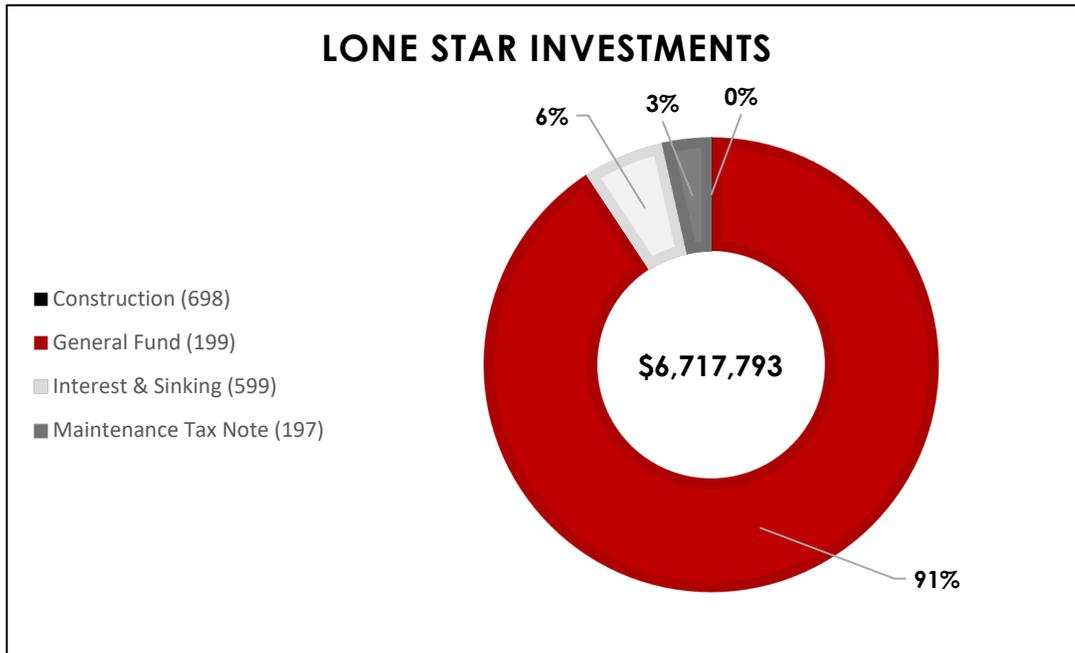
## Revenues & Expenditures As of August 31, 2022

REVENUES	Fund 101 - CNS			Fund 199 - General Fund			Fund 599 - Debt Service			Total		
	Budget	YTD	Remaining	Budget	YTD	Remaining	Budget	YTD	Remaining	Budget	YTD	Remaining
Local Sources	50,000	54,422	(4,422)	891,000	941,763	(50,763)	419,354	432,685	(13,331)	1,360,354	1,428,870	(68,516)
State Sources	4,000	2,087	1,913	10,603,251	10,906,856	(303,605)	828,430	992,302	(163,872)	11,435,681	11,901,245	(465,564)
Federal Sources	926,899	607,946	318,954	175,000	147,273	27,727	0	0	0	1,101,899	755,219	346,681
<b>Total Revenue:</b>	<b>980,899</b>	<b>664,454</b>	<b>316,445</b>	<b>11,669,251</b>	<b>11,995,892</b>	<b>(326,640)</b>	<b>1,247,784</b>	<b>1,424,987</b>	<b>(177,203)</b>	<b>13,897,934</b>	<b>14,085,333</b>	<b>(187,398)</b>
<b>EXPENSES</b>												
Instruction	0	0	0	6,282,109	5,987,873	294,235	0	0	0	6,282,109	5,987,873	294,235
Instructional Support	0	0	0	1,852,764	1,757,162	95,602	0	0	0	1,852,764	1,757,162	95,602
Central Administration	0	0	0	920,299	881,632	38,667	0	0	0	920,299	881,632	38,667
District Operations	980,899	752,826	228,074	3,120,516	2,876,371	244,145	0	0	0	4,101,415	3,629,197	472,219
Debt Service	0	0	0	0	0	0	1,293,128	1,293,818	(690)	1,293,128	1,293,818	(690)
Other Operations	0	0	0	848,140	470,673	377,467	0	0	0	848,140	470,673	377,467
<b>Total Expenses:</b>	<b>980,899</b>	<b>752,826</b>	<b>228,074</b>	<b>13,023,828</b>	<b>11,973,711</b>	<b>1,050,117</b>	<b>1,293,128</b>	<b>1,293,818</b>	<b>(690)</b>	<b>15,297,855</b>	<b>14,020,355</b>	<b>1,277,501</b>

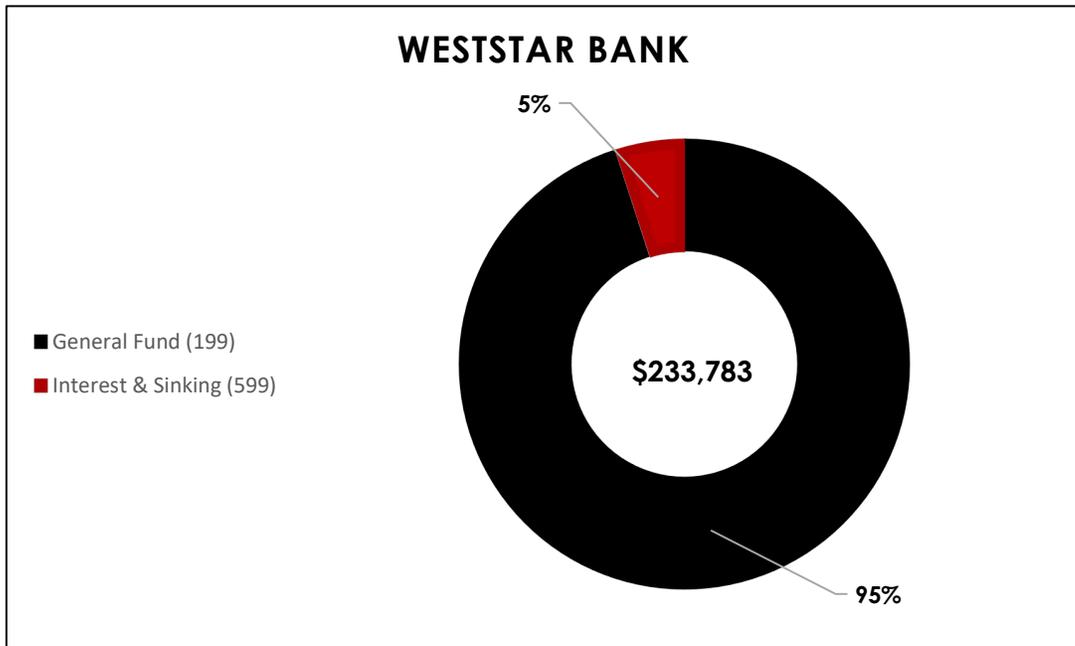


# TORNILLO INDEPENDENT SCHOOL DISTRICT

As of August 31, 2022



Account	Beg. Bal.	End. Bal.	Change
Construction (698)	\$0	\$0	\$0
General Fund (199)	7,161,609	6,096,939	(1,064,669)
Interest & Sinking (599)	501,936	386,677	(115,259)
Maintenance Tax Note (197)	233,695	234,176	481
<b>Lone Star Investment Pool</b>	<b>\$7,897,240</b>	<b>\$6,717,793</b>	<b>(\$1,179,447)</b>



Account	Beg. Bal.	End. Bal.	Change
General Fund (199)	272,128	222,136	(49,992)
Interest & Sinking (599)	125,861	11,647	(114,214)
<b>WestStar Bank</b>	<b>\$397,989</b>	<b>\$233,783</b>	<b>(\$164,206)</b>

# TORNILLO INDEPENDENT SCHOOL DISTRICT

## GENERAL FUND - CASH FLOW

As of August 31, 2022

Beginning Balance \$ 272,128

Day	Taxes	Deposits	Interest	Transfers	IRS	TRS	Payroll	Checks Cleared	Fees	Balance
01							(452)	(33,709)		\$ 237,967
02	4,582	44						(1,078)		\$ 241,514
03		668						(17,581)		\$ 224,601
04		26						(4,753)		\$ 219,874
05				200,000				(94,736)		\$ 325,138
06										\$ 325,138
07										\$ 325,138
08		178				(111,609)		(84,997)		\$ 128,710
09	4,570	87					(1,242)	(33,648)		\$ 98,477
10		52			(233)			(73,918)		\$ 24,378
11				200,000				(32,053)		\$ 192,325
12		70		450,000			(300,021)	(6,821)		\$ 335,553
13										\$ 335,553
14										\$ 335,553
15		864			(37,281)	(48,095)	(718)	(20,787)	(457)	\$ 229,079
16	722	69						(3,677)		\$ 226,193
17								(7,392)		\$ 218,802
18		13,797						(6,557)		\$ 226,042
19								(73,270)		\$ 152,772
20										\$ 152,772
21										\$ 152,772
22		644						(4,658)		\$ 148,758
23	2,048	866						(77,419)		\$ 74,254
24		215		200,000		(390)		(4,112)		\$ 269,967
25		109						(571)		\$ 269,505
26		255		350,000			(307,466)	(13,846)		\$ 298,447
27										\$ 298,447
28										\$ 298,447
29		748						(4,578)		\$ 294,618
30		583				(2)		(8,899)		\$ 286,300
31		941	20		(38,041)		(718)	(26,366)		\$ 222,136
Ending Balance									\$	222,136

# Tornillo Independent School District

## Monthly Summary of Investments

As of August 31, 2022

Fnd-Obj	ACCOUNT NAME	BEGINNING	DEPOSITS	CHECKS	INTEREST	ENDING	INTEREST RATE
		BALANCE				BALANCE	
		8/1/2022				8/31/2022	
199-1110	General Operating	\$ 272,127.97	1,432,201.76	1,482,213.21	19.60	\$ 222,136.12	0.10%
197-1107	Maintenance Tax Note	\$ 233,694.88	0.00	0.00	481.27	\$ 234,176.15	2.3325%
199-1107	Lone Star Inv. Pool#1	\$ 7,161,608.65	321,544.64	1,400,000.00	13,786.06	\$ 6,096,939.35	2.3325%
698-1107	Lone Star Inv. Pool/Capital Projects	\$ -	0.00	0.00	0.00	\$ -	2.3325%
599-1110	Interest and Sinking	\$ 125,861.36	5,784.50	120,000.00	1.11	\$ 11,646.97	0.10%
599-1107	Lone Star Inv. Pool/Int.&Sinking	\$ 501,936.33	120,000.00	236,038.51	779.37	\$ 386,677.19	2.3325%
599-1107	Lone Star Inv. Pool/I&S Government	\$ 1.68	0.00	0.00	0.00	\$ 1.68	2.3256%
		\$ -				\$ -	
698-1107	Lone Star Inv. Pool/CP Government	\$ -	0.00	0.00	0.00	\$ -	2.0377%
698-1110	Construction Funds	\$ (0.00)	0.00	0.00	0.00	\$ (0.00)	0.10%

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**Statement of Compliance:**

The foregoing Investment Report complies with the Investment Policy and District Strategies of the Tornillo ISD.



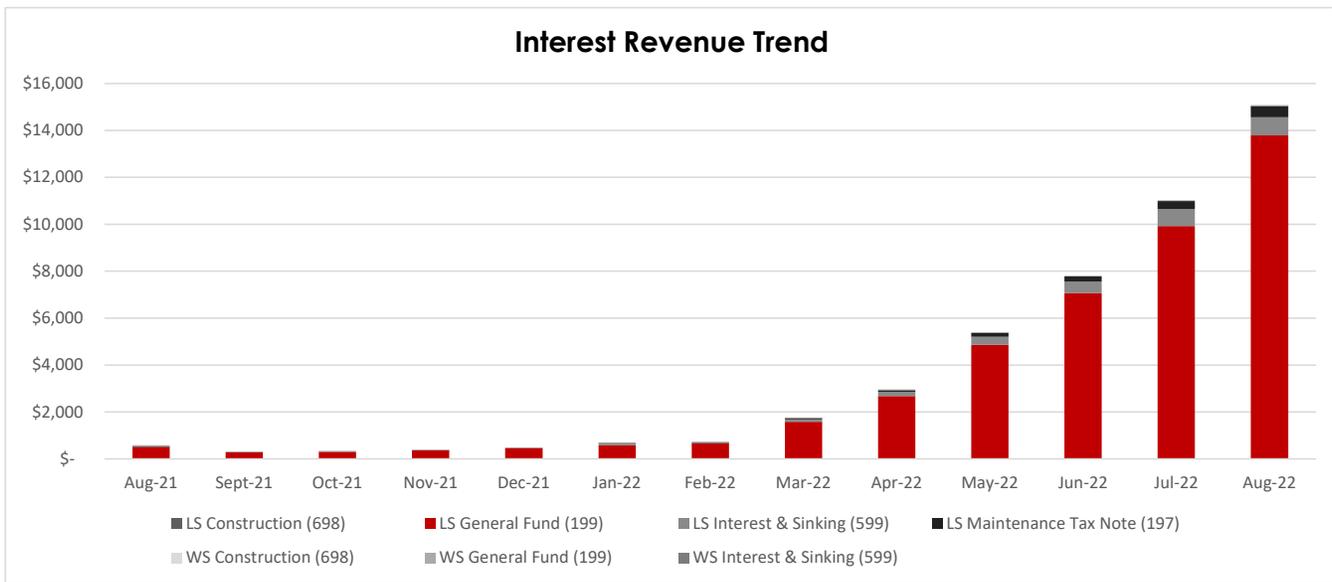
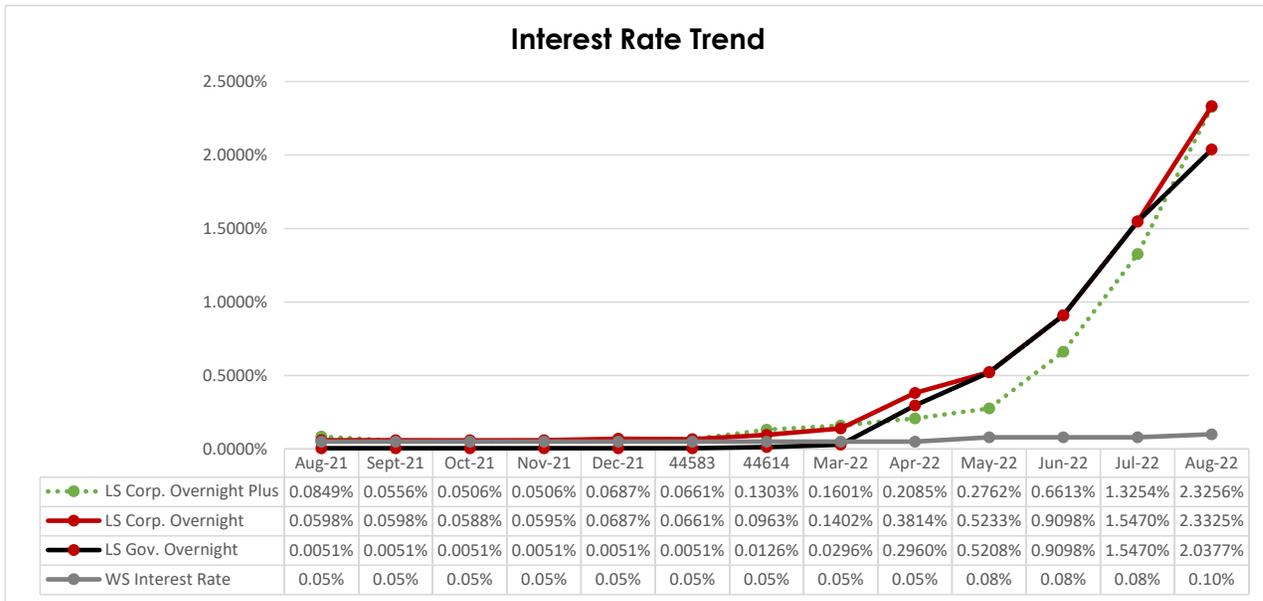

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Luis Guerra, Director of Finance



# TORNILLO INDEPENDENT SCHOOL DISTRICT

## INTEREST RATE TRENDS





Participant #: 71908

**Lone Star™ August 2022**  
Investment Pool **Monthly Statement**

Statement Period: 08/01/2022 to 08/31/2022

Luis M Guerra  
Tornillo ISD  
PO Box 170  
Tornillo, Texas 79853-0170



**Summary of Portfolio Holdings**

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
General Fund	Corporate Overnight Fund	6,096,939.35	1.00	6,096,939.35	90.76%
<b>Totals:</b>				<b>6,096,939.35</b>	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Interest & Sinking Account	Corporate Overnight Fund	386,677.19	1.00	386,677.19	5.76%
	Government Overnight Fund	1.68	1.00	1.68	0.00%
<b>Totals:</b>				<b>386,678.87</b>	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Maintenance Tax Note 2008 - Fund 197	Corporate Overnight Fund	234,176.15	1.00	234,176.15	3.49%
<b>Totals:</b>				<b>234,176.15</b>	

**Totals**

Fund	Yield	Share Quantity	Price Per Share	Fund Balance (USD)	% Port.
Corporate Overnight Fund	2.42 %	6,717,792.69	1.00	6,717,792.69	100.00 %
Government Overnight Fund	0.00 %	1.68	1.00	1.68	0.00 %
Corporate Overnight Plus Fund	0.00 %	0.00	1.00	0.00	0.00 %
<b>Total Value:</b>				<b>6,717,794.37</b>	<b>100.00 %</b>

**Portfolio Transactions**

**General Fund - Corporate Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
08/01/2022	Starting Balance	7,161,608.65			7,161,608.65
08/05/2022	Deposit	7,448,964.23	287,355.58	1.00	287,355.58
08/05/2022	Withdrawal	7,248,964.23	-200,000.00	1.00	-200,000.00
08/11/2022	Withdrawal	7,048,964.23	-200,000.00	1.00	-200,000.00
08/12/2022	Withdrawal	6,598,964.23	-450,000.00	1.00	-450,000.00
08/23/2022	Deposit	6,604,894.97	5,930.76	1.00	5,930.76
08/24/2022	Deposit	6,604,895.29	0.30	1.00	0.30



**General Fund - Corporate Overnight Fund (Continued)**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
08/24/2022	Withdrawal	6,404,895.29	-200,000.00	1.00	-200,000.00
08/25/2022	Deposit	6,433,153.29	28,258.00	1.00	28,258.00
08/26/2022	Withdrawal	6,083,153.29	-350,000.00	1.00	-350,000.00
08/31/2022	Interest	6,096,939.35	13,786.06	1.00	13,786.06
08/31/2022	Ending Balance	6,096,939.35			6,096,939.35

**Interest & Sinking Account - Corporate Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
08/01/2022	Starting Balance	501,936.33			501,936.33
08/01/2022	Withdrawal	367,311.33	-134,625.00	1.00	-134,625.00
08/01/2022	Withdrawal	364,174.82	-3,136.51	1.00	-3,136.51
08/01/2022	Withdrawal	340,424.82	-23,750.00	1.00	-23,750.00
08/01/2022	Withdrawal	337,274.82	-3,150.00	1.00	-3,150.00
08/01/2022	Withdrawal	305,949.82	-31,325.00	1.00	-31,325.00
08/01/2022	Withdrawal	265,897.82	-40,052.00	1.00	-40,052.00
08/03/2022	Deposit	385,897.82	120,000.00	1.00	120,000.00
08/31/2022	Interest	386,677.19	779.37	1.00	779.37
08/31/2022	Ending Balance	386,677.19			386,677.19

**Interest & Sinking Account - Government Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
08/01/2022	Starting Balance	1.68			1.68
08/31/2022	Ending Balance	1.68			1.68

**Maintenance Tax Note 2008 - Fund 197 - Corporate Overnight Fund**

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
08/01/2022	Starting Balance	233,694.88			233,694.88
08/31/2022	Interest	234,176.15	481.27	1.00	481.27
08/31/2022	Ending Balance	234,176.15			234,176.15

**Important Information about this statement**

Please review this statement carefully, it is the official record of your account with Lone Star Investment Pool and First Public, LLC. If you disagree with any transaction, or if there are any errors or omissions in this statement please notify us promptly in writing, but no later than 10 business days after receipt of this statement. Trades pending settlement will not appear on this statement. All such trades will appear in the next monthly statement. The yield for the period is an annualized rate that reflects the relationship between the average amount of income earned and the average daily balance for the account. Please notify First Public promptly and in writing of any changes of address or phone number. Times of transactions will be furnished upon written request. The Lone Star Investment Pool Information Statement should be read carefully before investing. Investors should consider the investment objectives, risks, charges and expenses associated with municipal fund securities before investing. All transactions are no load. No remuneration has, or will be, paid to any entity in connection with this transaction. An investor may obtain an Information Statement by contacting First Public at the address and phone number identified above. An investment in Lone Star investment Pool is not insured or guaranteed by the Federal Deposit Insurance Corporation ("FDIC") or any other government agency and although Lone Star Investment Pool seeks to preserve the value of the investment at a fixed share price, it is possible to lose money by investing in municipal fund securities.



# Tornillo Independent School District

## El Paso Electric Transformer Upgrades

	High School 430 Oil Mill Lighting & Fire Pump 17121	Junior High 300 Oil Mill Upgrade 17124	Intermediate 420-A Oil Mill Upgrade 17123	Elementary 19200 Gabby Upgrade 17122	Total
Paid	\$ 27,545.82	\$ 20,082.17	\$ 22,333.48	\$ 17,853.07	\$ 87,814.54
Total Reimbursed	5,338.32	20,571.76	8,058.66	18,302.90	52,271.64
Balance	\$ 22,207.50	\$ (489.59)	\$ 14,274.82	\$ (449.83)	\$ 35,542.90
Balance per EP Electric	\$ 22,399.97	\$ -	\$ 14,432.52	\$ -	\$ 36,832.49
Additional Reimbursement	\$ 192.47	\$ 489.59	\$ 157.70	\$ 449.83	\$ 1,289.59

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Date	Reimbursements				Total
10/3/2018	\$ 1,444.95	\$ 1,465.95	\$ 4,951.78	\$ 7,552.49	\$ 15,415.17
10/15/2019	\$ 1,565.01		\$ 1,794.80	\$ 2,523.03	\$ 5,882.84
10/8/2020				\$ 1,537.64	\$ 1,537.64
11/30/2020	\$ 1,303.10				\$ 1,303.10
9/27/2021		\$ 19,105.81			\$ 19,105.81
9/15/2021	\$ 1,025.26				\$ 1,025.26
9/1/2021			\$ 1,312.08		\$ 1,312.08
9/21/2021				\$ 6,689.74	\$ 6,689.74

# TORNILLO INDEPENDENT SCHOOL DISTRICT

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## \$25K AND ABOVE PAYMENTS

As per Board policy CH Local, any single payment of twenty-five-thousand dollars and above must be board approved the transactions take place. The following are the (5) payments over the twenty-five thousand dollar threshold paid to several vendors:

<b>Check #</b>	<b>Amount</b>	<b>Vendor</b>	<b>Comments</b>
157048	\$29,707.48	Dell Marketing	Board Approved
157102	\$41,203.50	El Paso Electric	Consisted of Various Invoices
157195	\$27,866.60	First Financial Group of America	Consisted of Various Invoices
10002107	\$146,911.42	Commerce	Consisted of Various Invoices

Note: Payments made to First Financial Group of America are for the employee benefit plan premiums deducted from employees of the District.

Account#: 100003379  
Date Range: 08-01-2022 to 08-31-2022

# Check Register

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**VendorID : WestStar Bank - 100003379**

157023	08/05/2022	10033	Apple, Inc.	Issued	\$98.00	Paper Check
157024	08/05/2022	10050	Barnes & Noble	Issued	\$558.88	Paper Check
157025	08/05/2022	10053	Bazaar Uniforms & Mens Store	Issued	\$930.75	Paper Check
157026	08/05/2022	10056	Best Buy For Business	Issued	\$1,463.96	Paper Check
157027	08/05/2022	10138	El Paso Disposal, LP	Issued	\$1,922.98	Paper Check
157028	08/05/2022	10190	Fabens Oil Co.	Issued	\$3,407.38	Paper Check
157029	08/05/2022	10361	Home Depot Credit Services	Issued	\$696.25	Paper Check
157030	08/05/2022	10475	Jose Trinidad Vazquez	Issued	\$25.00	Paper Check
157031	08/05/2022	10601	Office Depot	Issued	\$633.58	Paper Check
157032	08/05/2022	10617	Pitneybowes	Issued	\$316.05	Paper Check
157033	08/05/2022	10630	Region 19 Education Service Center	Issued	\$1,125.00	Paper Check
157034	08/05/2022	10867	West Texas County Courier	Issued	\$588.00	Paper Check
157035	08/05/2022	10869	Praxair Dist. Inc.	Issued	\$30.76	Paper Check
157036	08/05/2022	10870	Windstream	Issued	\$1,927.65	Paper Check
157037	08/05/2022	20022	Citibank	Issued	\$55.24	Paper Check
157038	08/05/2022	20022	Citibank	Issued	\$39.81	Paper Check
157039	08/05/2022	20022	Citibank	Issued	\$79.76	Paper Check
157040	08/05/2022	20022	Citibank	Issued	\$76.95	Paper Check
157041	08/05/2022	20022	Citibank	Issued	\$58.80	Paper Check
157042	08/05/2022	20028	Amplify Education, Inc	Issued	\$5,486.60	Paper Check
157043	08/05/2022	20155	UTEP Professional and Public Pro	Issued	\$5,700.00	Paper Check
157044	08/05/2022	20169	El Paso County Water Improvement	Issued	\$4,494.83	Paper Check
157045	08/05/2022	20196	Enrique Esparza	Issued	\$5,451.00	Paper Check
157046	08/05/2022	20215	Spectrum Paper Co, Inc.	Issued	\$213.06	Paper Check
157047	08/05/2022	20447	Super Chef Inc.	Issued	\$407.25	Paper Check

Account#: 100003379  
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# Check Register

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157048	08/05/2022	20572	Dell Marketing L.P.	Issued	\$29,707.48	Paper Check
157049	08/05/2022	20611	Frontline Technologies	Issued	\$2.96	Paper Check
157050	08/05/2022	20612	MT Needle Embroidery, LLc	Issued	\$76.48	Paper Check
157051	08/05/2022	20642	Faben's Quick Lube	Issued	\$123.00	Paper Check
157052	08/05/2022	20657	Carpet Pile of TX	Issued	\$2,161.63	Paper Check
157053	08/05/2022	20678	Luis Sepulveda	Issued	\$810.00	Paper Check
157054	08/05/2022	20688	Vivacity Tech PBC	Issued	\$800.00	Paper Check
157055	08/05/2022	20726	Pearison Incorporated	Issued	\$531.30	Paper Check
157056	08/05/2022	20791	Zayas Restaurant Group, Inc	Issued	\$346.33	Paper Check
157057	08/05/2022	20804	EP Techworks LLC	Issued	\$9,751.74	Paper Check
157058	08/05/2022	20821	Winsupply of West El Paso	Issued	\$2,028.27	Paper Check
157059	08/05/2022	20895	linde gas & equipment inc	Issued	\$79.05	Paper Check
157060	08/05/2022	20924	Skyline Displays Intermediate, Inc. and Subsidiaries	Issued	\$9,267.40	Paper Check
157061	08/05/2022	20941	dunn-edwards	Issued	\$202.07	Paper Check
157062	08/12/2022	10050	Barnes & Noble	Issued	\$125.94	Paper Check
157063	08/12/2022	10190	Fabens Oil Co.	Issued	\$322.68	Paper Check
157064	08/12/2022	10361	Home Depot Credit Services	Issued	\$3,997.58	Paper Check
157065	08/12/2022	10601	Office Depot	Issued	\$44.50	Paper Check
157066	08/12/2022	20022	Citibank	Issued	\$708.91	Paper Check
157067	08/12/2022	20022	Citibank	Issued	\$825.00	Paper Check
157068	08/12/2022	20022	Citibank	Issued	\$328.96	Paper Check
157069	08/12/2022	20022	Citibank	Issued	\$308.00	Paper Check
157070	08/12/2022	20022	Citibank	Issued	\$365.96	Paper Check
157071	08/12/2022	20022	Citibank	Issued	\$328.96	Paper Check
157072	08/12/2022	20022	Citibank	Issued	\$19.17	Paper Check
157073	08/12/2022	20022	Citibank	Issued	\$2,237.82	Paper Check

Account#: 100003379  
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157074	08/12/2022	20022	Citibank	Issued	\$595.00	Paper Check
157075	08/12/2022	20022	Citibank	Issued	\$94.23	Paper Check
157076	08/12/2022	20022	Citibank	Issued	\$265.20	Paper Check
157077	08/12/2022	20022	Citibank	Issued	\$492.96	Paper Check
157078	08/12/2022	20022	Citibank	Issued	\$143.41	Paper Check
157079	08/12/2022	20311	Area Iron & Steel Works, Inc.	Issued	\$6,197.06	Paper Check
157080	08/12/2022	20369	Hot Shots by: Lomeli's Photo	Issued	\$427.74	Paper Check
157081	08/12/2022	20640	Vital Records Holdings, LLC	Issued	\$820.00	Paper Check
157082	08/12/2022	20662	Citibank	Issued	\$67.15	Paper Check
157083	08/12/2022	20662	Citibank	Issued	\$32.57	Paper Check
157084	08/12/2022	20662	Citibank	Issued	\$71.46	Paper Check
157085	08/12/2022	20662	Citibank	Issued	\$368.70	Paper Check
157086	08/12/2022	20662	Citibank	Issued	\$219.58	Paper Check
157087	08/12/2022	20662	Citibank	Issued	\$94.37	Paper Check
157088	08/12/2022	20662	Citibank	Issued	\$85.59	Paper Check
157089	08/12/2022	20751	Fun and Function LLC	Issued	\$6,332.34	Paper Check
157090	08/12/2022	20804	EP Techworks LLC	Issued	\$555.00	Paper Check
157091	08/12/2022	20808	RC Concrete	Issued	\$18,000.00	Paper Check
157092	08/12/2022	20821	Winsupply of West El Paso	Issued	\$3,676.91	Paper Check
157093	08/12/2022	20902	El paso Vacuum	Issued	\$2,464.00	Paper Check
157094	08/12/2022	20935	Weissman's Theatrical Supplies, Inc.	Issued	\$429.50	Paper Check
157095	08/12/2022	20941	dunn-edwards	Issued	\$363.18	Paper Check
157096	08/12/2022	501100	Jordi Elias	Issued	\$72.00	Paper Check
157097	08/12/2022	500185	Heriberto Reyes	Issued	\$528.00	Paper Check
157100	08/19/2022	10050	Barnes & Noble	Issued	\$137.99	Paper Check
157101	08/19/2022	10054	Bernie Del Hierro	Issued	\$2,894.50	Paper Check

Account#: 100003379  
Date Range: 08-01-2022 to 08-31-2022

# Check Register

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157102	08/19/2022	10139	El Paso Electric Co.	Issued	\$41,203.50	Paper Check
157103	08/19/2022	10279	Govconnection, Inc.	Issued	\$356.40	Paper Check
157104	08/19/2022	10361	Home Depot Credit Services	Issued	\$258.84	Paper Check
157105	08/19/2022	10543	Labatt Food Service	Issued	\$2,454.23	Paper Check
157106	08/19/2022	10601	Office Depot	Issued	\$527.89	Paper Check
157107	08/19/2022	10617	Pitneybowes	Issued	\$201.00	Paper Check
157108	08/19/2022	10630	Region 19 Education Service Center	Issued	\$750.00	Paper Check
157109	08/19/2022	10657	Segovia'S Distributing, Inc.	Issued	\$217.95	Paper Check
157110	08/19/2022	10864	Walmart Community/Capital One	Issued	\$149.93	Paper Check
157111	08/19/2022	20022	Citibank	Issued	\$32.42	Paper Check
157112	08/19/2022	20022	Citibank	Issued	\$150.00	Paper Check
157113	08/19/2022	20022	Citibank	Issued	\$63.71	Paper Check
157114	08/19/2022	20022	Citibank	Issued	\$51.90	Paper Check
157115	08/19/2022	20022	Citibank	Issued	\$36.60	Paper Check
157116	08/19/2022	20022	Citibank	Issued	\$6.58	Paper Check
157117	08/19/2022	20022	Citibank	Issued	\$95.45	Paper Check
157118	08/19/2022	20022	Citibank	Issued	\$75.63	Paper Check
157119	08/19/2022	20022	Citibank	Issued	\$2,411.84	Paper Check
157120	08/19/2022	20022	Citibank	Issued	\$67.46	Paper Check
157121	08/19/2022	20022	Citibank	Issued	\$74.93	Paper Check
157122	08/19/2022	20022	Citibank	Issued	\$65.01	Paper Check
157123	08/19/2022	20022	Citibank	Issued	\$96.44	Paper Check
157124	08/19/2022	20022	Citibank	Issued	\$13.90	Paper Check
157125	08/19/2022	20022	Citibank	Issued	\$8.65	Paper Check
157126	08/19/2022	20022	Citibank	Issued	\$55.20	Paper Check
157127	08/19/2022	20022	Citibank	Issued	\$693.45	Paper Check

Account#: 100003379  
Date Range: 08-01-2022 to 08-31-2022

# Check Register

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157128	08/19/2022	20022	Citibank	Issued	\$21.25	Paper Check
157129	08/19/2022	20022	Citibank	Issued	\$95.80	Paper Check
157130	08/19/2022	20024	Responsive Learning	Issued	\$300.00	Paper Check
157131	08/19/2022	20215	Spectrum Paper Co, Inc.	Issued	\$788.96	Paper Check
157132	08/19/2022	20428	Monahans-Wickett-Pyote ISD	Issued	\$1,538.17	Paper Check
157133	08/19/2022	20499	Hawthorne Educational Services,	Issued	\$1,700.00	Paper Check
157134	08/19/2022	20662	Citibank	Issued	\$257.12	Paper Check
157135	08/19/2022	20662	Citibank	Issued	\$54.42	Paper Check
157136	08/19/2022	20662	Citibank	Issued	\$25.56	Paper Check
157137	08/19/2022	20804	EP Techworks LLC	Issued	\$7,890.90	Paper Check
157138	08/19/2022	20820	Empire signs and graphics	Issued	\$48.00	Paper Check
157139	08/19/2022	20876	GH Dairy El Paso	Issued	\$270.00	Paper Check
157140	08/26/2022	10050	Barnes & Noble	Issued	\$153.54	Paper Check
157141	08/26/2022	10190	Fabens Oil Co.	Issued	\$378.41	Paper Check
157142	08/26/2022	10361	Home Depot Credit Services	Issued	\$201.21	Paper Check
157143	08/26/2022	10592	National Restaurant Supply	Issued	\$4,312.83	Paper Check
157144	08/26/2022	10808	Tornillo I.S.D. Cafeteria	Issued	\$86.00	Paper Check
157145	08/26/2022	10867	West Texas County Courier	Issued	\$1,219.00	Paper Check
157146	08/26/2022	20022	Citibank	Issued	\$1,134.40	Paper Check
157147	08/26/2022	20022	Citibank	Issued	\$174.23	Paper Check
157148	08/26/2022	20022	Citibank	Issued	\$708.93	Paper Check
157149	08/26/2022	20059	Subway	Issued	\$469.40	Paper Check
157150	08/26/2022	20215	Spectrum Paper Co, Inc.	Issued	\$97.79	Paper Check
157151	08/26/2022	20215	Spectrum Paper Co, Inc.	Issued	\$812.00	Paper Check
157152	08/26/2022	20369	Hot Shots by: Lomeli's Photo	Issued	\$96.00	Paper Check
157153	08/26/2022	20397	Scholastic Testing Service, Inc.	Issued	\$500.96	Paper Check

Account#: 100003379  
Date Range: 08-01-2022 to 08-31-2022

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157154	08/26/2022	20459	David Gonzalez	Issued	\$1,850.00	Paper Check
157155	08/26/2022	20564	Nothing Bundt Cakes	Issued	\$948.10	Paper Check
157156	08/26/2022	20662	Citibank	Issued	\$294.64	Paper Check
157157	08/26/2022	20662	Citibank	Issued	\$148.26	Paper Check
157158	08/26/2022	20662	Citibank	Issued	\$98.16	Paper Check
157159	08/26/2022	20662	Citibank	Issued	\$198.46	Paper Check
157160	08/26/2022	20662	Citibank	Issued	\$85.59	Paper Check
157161	08/26/2022	20662	Citibank	Issued	\$39.40	Paper Check
157162	08/26/2022	20662	Citibank	Issued	\$156.80	Paper Check
157163	08/26/2022	20662	Citibank	Issued	\$1,083.26	Paper Check
157164	08/26/2022	20662	Citibank	Issued	\$37.98	Paper Check
157165	08/26/2022	20662	Citibank	Issued	\$500.88	Paper Check
157166	08/26/2022	20662	Citibank	Issued	\$50.72	Paper Check
157167	08/26/2022	20662	Citibank	Issued	\$209.00	Paper Check
157168	08/26/2022	20662	Citibank	Issued	\$98.34	Paper Check
157169	08/26/2022	20662	Citibank	Issued	\$121.32	Paper Check
157170	08/26/2022	20662	Citibank	Issued	\$16.30	Paper Check
157171	08/26/2022	20662	Citibank	Issued	\$242.95	Paper Check
157172	08/26/2022	20662	Citibank	Issued	\$58.53	Paper Check
157173	08/26/2022	20662	Citibank	Issued	\$152.76	Paper Check
157174	08/26/2022	20662	Citibank	Issued	\$90.68	Paper Check
157175	08/26/2022	20662	Citibank	Issued	\$56.42	Paper Check
157176	08/26/2022	20662	Citibank	Issued	\$145.22	Paper Check
157177	08/26/2022	20662	Citibank	Issued	\$39.97	Paper Check
157178	08/26/2022	20671	Team 1st Technologies LLC	Issued	\$2,640.00	Paper Check
157179	08/26/2022	20734	Purvis Industries, LLC	Issued	\$869.30	Paper Check

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157180	08/26/2022	20764	Brady Industries of Tx, LLC	Issued	\$2,030.00	Paper Check
157181	08/26/2022	20789	Mueller Supply	Issued	\$14,456.49	Paper Check
157182	08/26/2022	20821	Winsupply of West El Paso	Issued	\$1,423.69	Paper Check
157183	08/26/2022	20876	GH Dairy El Paso	Issued	\$4,256.20	Paper Check
157184	08/26/2022	20928	Calian Corp	Issued	\$2,127.50	Paper Check
157185	08/26/2022	20943	Kajitani Education	Issued	\$3,500.00	Paper Check
157186	08/26/2022	20948	Everlit Global Inc	Issued	\$11,600.00	Paper Check
157188	08/26/2022	10724	Texas AFT- Associate Membership Program	Issued	\$192.50	Paper Check
157189	08/26/2022	10848	United Way Of El Paso County	Issued	\$15.00	Paper Check
157190	08/26/2022	20007	Stuart C. Cox	Issued	\$284.00	Paper Check
157191	08/26/2022	20008	Texas State Teacher Association	Issued	\$138.24	Paper Check
157192	08/26/2022	20009	Association of Texas Professional Educator	Issued	\$79.63	Paper Check
157193	08/26/2022	20009	Association of Texas Professional Educator	Issued	\$79.63	Paper Check
157194	08/26/2022	20010	LegalShield	Issued	\$135.52	Paper Check
157195	08/26/2022	20011	First Financial Group of America	Issued	\$27,866.60	Paper Check
157196	08/26/2022	500544	Luis Vega	Issued	\$574.00	Paper Check
10002107	08/19/2022	20765	Commerce Bank	Issued	\$146,911.42	ACH
10002109	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002110	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002111	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002112	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002113	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH
10002114	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002115	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002116	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$137.50	ACH
10002117	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH

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10002118	08/19/2022	20012	Texas Child Support Disbursement Unit	Issued	\$137.50	ACH
10002119	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002120	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002121	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH
10002122	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$137.50	ACH
10002123	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002124	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$137.50	ACH
10002125	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002126	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH
10002127	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002128	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002129	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002130	08/26/2022	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
200000756	08/05/2022	10027	Amerigas Propane, L.P.	Issued	\$897.38	Vendor Credit Card
200000757	08/05/2022	10070	C & M Plaque & Trophy Inc.	Issued	\$1,417.20	Vendor Credit Card
200000758	08/05/2022	10229	Follett School Solutions, Inc.	Issued	\$20,118.79	Vendor Credit Card
200000759	08/05/2022	10308	Guitar Center	Issued	\$24,033.00	Vendor Credit Card
200000760	08/05/2022	10611	Pearson Assessments	Issued	\$219.80	Vendor Credit Card
200000761	08/05/2022	10687	Staples Advantage	Issued	\$464.90	Vendor Credit Card
200000762	08/05/2022	20017	School Specialty Inc.	Issued	\$17.12	Vendor Credit Card
200000763	08/05/2022	20036	Johnstone Supply	Issued	\$536.74	Vendor Credit Card
200000764	08/05/2022	20052	DEMCO, Inc	Issued	\$919.73	Vendor Credit Card
200000765	08/05/2022	20263	TCEA	Issued	\$119.00	Vendor Credit Card
200000766	08/05/2022	20288	School Mate	Issued	\$380.00	Vendor Credit Card
200000767	08/05/2022	20626	School Outfitters LLC	Issued	\$1,266.09	Vendor Credit Card
200000769	08/12/2022	10068	Bsn Sports Collegiate	Issued	\$900.00	Vendor Credit Card

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200000770	08/12/2022	10672	Southern Computer Warehouse	Issued	\$221.79	Vendor Credit Card
200000771	08/12/2022	20036	Johnstone Supply	Issued	\$1,536.43	Vendor Credit Card
200000772	08/12/2022	20052	DEMCO, Inc	Issued	\$9,822.14	Vendor Credit Card
200000773	08/12/2022	20257	Seidlitz Education	Issued	\$9,146.25	Vendor Credit Card
200000774	08/12/2022	20775	American Refrigeration Supplies, Inc	Issued	\$132.59	Vendor Credit Card
200000775	08/19/2022	10068	Bsn Sports Collegiate	Issued	\$842.40	Vendor Credit Card
200000776	08/19/2022	10221	Flinn Scientific, Inc.	Issued	\$5,212.33	Vendor Credit Card
200000777	08/19/2022	10308	Guitar Center	Issued	\$714.00	Vendor Credit Card
200000778	08/19/2022	10546	Lakeshore Learning Materials	Issued	\$2,282.85	Vendor Credit Card
200000779	08/19/2022	10611	Pearson Assessments	Issued	\$1,423.12	Vendor Credit Card
200000780	08/19/2022	10672	Southern Computer Warehouse	Issued	\$181.55	Vendor Credit Card
200000781	08/19/2022	20017	School Specialty Inc.	Issued	\$2,348.66	Vendor Credit Card
200000782	08/19/2022	20075	Edmentum Inc	Issued	\$24,627.82	Vendor Credit Card
200000783	08/19/2022	20265	4imprint, Inc.	Issued	\$4,408.81	Vendor Credit Card
200000784	08/19/2022	20663	Really Good Stuff, LLC	Issued	\$1,912.52	Vendor Credit Card
200000785	08/26/2022	10027	Amerigas Propane, L.P.	Issued	\$5,572.70	Vendor Credit Card
200000786	08/26/2022	10052	Baudville, Inc.	Issued	\$324.33	Vendor Credit Card
200000787	08/26/2022	10062	Blick Art Materials	Issued	\$3,796.50	Vendor Credit Card
200000788	08/26/2022	10229	Follett School Solutions, Inc.	Issued	\$533.93	Vendor Credit Card
200000789	08/26/2022	10615	Perma Bound	Issued	\$3,492.14	Vendor Credit Card
200000790	08/26/2022	10669	Sonitrol Of El Paso	Issued	\$1,264.00	Vendor Credit Card
200000791	08/26/2022	20255	Mentru Enterprises	Issued	\$1,386.50	Vendor Credit Card
200000792	08/26/2022	20470	O'Reilly Auto Enterprises LLC	Issued	\$314.63	Vendor Credit Card
200000793	08/26/2022	20490	Blanco Ordonez Mata & Wallace P.	Issued	\$3,481.00	Vendor Credit Card
200000794	08/26/2022	20647	AVID Center	Issued	\$11,449.00	Vendor Credit Card

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**Total Amount:** 596,397.66

<u>Payee Name</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Check Number</u>	<u>Date</u>	<u>Invoice Description</u>	<u>Account Number</u>	<u>Pgm Year</u>	<u>Amount</u>
Citibank	INV159806243	07/30/2022	157037	08/05/2022	Misc. Items for PD	199-41-6499-00-701-99-0-00		55.24
Citibank	2-2200-3991-0236-7959-1	07/19/2022	157038	08/05/2022	catering for the job alike session	199-41-6499-00-750-99-0-00		39.81
Citibank	11538759253377024	07/27/2022	157039	08/05/2022	catering for the job alike session	199-41-6499-00-750-99-0-00		79.76
Citibank	2118960	07/29/2022	157040	08/05/2022	Catering for librarian and coaches PD w/Superintendent	199-13-6499-00-916-11-0-00		76.95
Citibank	2114207	07/29/2022	157041	08/05/2022	Catering for librarian and coaches PD w/Superintendent	199-13-6499-00-916-11-0-00		58.80
Citibank	113-8370413-0265009	05/05/2022	157066	08/12/2022	Misc items needed for employee gala	461-41-6499-00-727-99-0-00		708.91
Citibank	INV-8422	08/09/2022	157067	08/12/2022	Breakthrough Coach Phoenix	255-23-6411-00-001-11-0-00	2022	825.00
Citibank	3BNMAQ	11/19/2021	157068	08/12/2022	Flight ELP-DAL	199-13-6411-00-101-21-0-00		328.96
					GiftED21 Conf.: Vega			
Citibank	117059	07/29/2022	157069	08/12/2022	Catering for Intermediate PD - July 30, 2022	429-13-6499-02-999-11-0-00		308.00
Citibank	3WC628	11/29/2021	157070	08/12/2022	AVID National Conference Travel - Rodrigo Portillo	211-13-6411-00-999-11-0-00	2022	365.96
Citibank	3BNMAQ-1	11/19/2021	157071	08/12/2022	Flight ELP-DAL	199-13-6411-00-101-21-0-00		328.96
					GiftED21 Conf.: Mena			
Citibank	111-8273966-1399428	04/27/2022	157072	08/12/2022	Partners in Education and Volunteers Recognition May 6, 2022	211-61-6499-00-999-30-0-00	2022	19.17
Citibank	3ATRN3	08/09/2022	157073	08/12/2022	2022 TUG Annual Conference	199-00-1410-00-953-00-0-00		2,237.82
Citibank	INV-0522-626ffced8efaa	05/02/2022	157074	08/12/2022	PACE+ with prep course	224-11-6499-00-918-23-0-00	2022	595.00
Citibank	111-9559020-2503405-1	04/27/2022	157075	08/12/2022	Partners in Education and Volunteers Recognition May 6, 2022	211-61-6499-00-999-30-0-00	2022	94.23
Citibank	2795640007	01/28/2022	157076	08/12/2022	Hotel for TASA Midwinter Conference - Austin, TX	199-41-6411-00-701-99-0-00		265.20
Citibank	3YII8O	02/22/2022	157077	08/12/2022	Governance Camp Travel-LSG Students and Sponsors	281-11-6412-00-041-30-0-00	2021	203.76
Citibank	3YII8O	02/22/2022	157077	08/12/2022	Governance Camp Travel-LSG Students and Sponsors	281-11-6412-00-001-30-0-00	2021	203.76
Citibank	3YII8O	02/22/2022	157077	08/12/2022	Governance Camp Travel-LSG Students and Sponsors	281-13-6411-00-041-30-0-00	2021	42.72
Citibank	3YII8O	02/22/2022	157077	08/12/2022	Governance Camp Travel-LSG Students and Sponsors	281-13-6411-00-001-30-0-00	2021	42.72
Citibank	111-9559020-2503405	04/27/2022	157078	08/12/2022	Partners in Education and Volunteers Recognition May 6, 2022	211-61-6499-00-999-30-0-00	2022	143.41
Citibank	07312022	08/12/2022	157111	08/19/2022	Interest charged Citibank statement Jul 2022	199-41-6499-00-750-99-0-00		32.42
Citibank	C14939	06/09/2022	157112	08/19/2022	HR Director Virtual Conference - Title III 2022 Hybrid	199-41-6499-00-727-99-0-00		150.00
Citibank	0221001039150815224	08/15/2022	157113	08/19/2022	2022 HR PAR 19 Event	199-41-6499-00-727-99-0-00		63.71
Citibank	0543684205750018548904	02/28/2022	157114	08/19/2022	HS basketball playoffs Monahans Dominos	181-36-6412-00-001-91-0-73		51.90
Citibank	01312022	08/12/2022	157115	08/19/2022	Interest charged for Jan 2022 Citibank statement	199-41-6499-00-750-99-0-00		36.60
Citibank	4957088730100227381380	08/15/2022	157116	08/19/2022	2022 HR PAR 19 Event	199-41-6499-00-727-99-0-00		6.58
Citibank	05312022	08/12/2022	157117	08/19/2022	Interest charged Citibank statement May 2022	199-41-6499-00-750-99-0-00		95.45
Citibank	0514048205672022319027	02/28/2022	157118	08/19/2022	HS basketball playoff game - Monahans mcds	181-36-6412-00-001-91-0-73		75.63
Citibank	362N5X	05/03/2022	157119	08/19/2022	Travel Expenses for Track State Meet	181-36-6412-00-001-91-0-00		2,411.84
Citibank	514	08/16/2022	157120	08/19/2022	To purchase meals for Teachers training on 8/17/22	461-23-6499-00-101-11-0-00		67.46
Citibank	03312022	08/12/2022	157121	08/19/2022	Interest charged Citibank Statement Mar 2022	199-41-6499-00-750-99-0-00		74.93
Citibank	04302022	08/12/2022	157122	08/19/2022	Interest charged Citibank statement Apr 2022	199-41-6499-00-750-99-0-00		65.01
Citibank	112-6060828-8940231	12/02/2021	157123	08/19/2022	TISD Evening with the superintendent and annual Luminarias event	199-41-6399-00-727-99-0-00		96.44
Citibank	12282021	08/12/2022	157124	08/19/2022	Interest Charge for Dec 2021 Citibank statement	199-41-6499-00-750-99-0-00		13.90

Citibank	U360557013	07/30/2022	157125	08/19/2022	Rental Bonilla CTE Training 199-13-6411-00-916-22-0-00		8.65
Citibank	5543286205720005756350	02/28/2022	157126	08/19/2022	HS basketball playoff Monahans Chevron 181-36-6412-00-001-91-0-73		55.20
Citibank	113-5306280-0465042	08/18/2022	157127	08/19/2022	EPCC supplies Dr. Contreras 281-11-6399-00-001-11-3-00	2021	693.45
Citibank	5543286205720005756347	02/28/2022	157128	08/19/2022	HS basketball playoffs Monahans Chevron 181-36-6412-00-001-91-0-73		21.25
Citibank	02282022	08/12/2022	157129	08/19/2022	Interest charged Citibank statement Feb 2022 199-41-6499-00-750-99-0-00		95.80
Citibank	07202022	07/20/2022	157146	08/26/2022	TASA/TASB 2022 Hotel Reservation 199-41-6419-07-702-99-0-00		287.47
Citibank	07202022	07/20/2022	157146	08/26/2022	TASA/TASB 2022 Hotel Reservation 199-41-6419-06-702-99-0-00		287.47
Citibank	07202022	07/20/2022	157146	08/26/2022	TASA/TASB 2022 Hotel Reservation 199-41-6419-05-702-99-0-00		272.00
Citibank	07202022	07/20/2022	157146	08/26/2022	TASA/TASB 2022 Hotel Reservation 199-41-6419-02-702-99-0-00		287.47
Citibank	411-1	03/01/2022	157147	08/26/2022	Hotel for Governance Camp 199-41-6419-04-702-99-0-00		58.08
Citibank	411-1	03/01/2022	157147	08/26/2022	Hotel for Governance Camp 199-41-6419-07-702-99-0-00		58.08
Citibank	411-1	03/01/2022	157147	08/26/2022	Hotel for Governance Camp 199-41-6419-05-702-99-0-00		58.08
Citibank	2128	02/07/2022	157148	08/26/2022	TCEA 2022 Travel 211-13-6411-22-999-11-0-00	2022	708.93
Citibank Sams Club	36088202903982376318	03/04/2022	157082	08/12/2022	Snacks for Literacy Carnival -Reading Across Tornillo Family & Community Engagement 211-61-6499-00-999-30-0-00	2022	67.15
Citibank Sams Club	9827857171	02/18/2022	157083	08/12/2022	To purchase snacks for UIL Event on 2/21/22 181-36-6499-00-101-99-0-00		32.57
Citibank Sams Club	4188270743880946072	04/24/2022	157084	08/12/2022	Replenish items for Central Office break area 199-41-6499-00-750-99-0-00		71.46 <sup>43</sup>
Citibank Sams Club	789649435930393027009	07/21/2022	157085	08/12/2022	Professional development week catering 199-23-6499-00-041-11-0-00		368.70
Citibank Sams Club	259142264247627730782	07/26/2022	157086	08/12/2022	Professional development week catering 199-23-6499-00-041-11-0-00		219.58
Citibank Sams Club	26996915705763544526	03/03/2022	157087	08/12/2022	Needed for Special Education department use and dissemination at 284-11-6399-00-918-23-0-00	2022	94.37
Citibank Sams Club	26996915705763544526	03/03/2022	157087	08/12/2022	District Special Education event 284-11-6399-00-918-23-0-00	2022	
Citibank Sams Club	5096286330391069069	02/10/2022	157088	08/12/2022	Counselors Appreciation Gift 461-41-6499-00-727-99-0-00		85.59
Citibank Sams Club	9187907276761577127187	08/09/2022	157098	08/12/2022	Purchase concessions items for volleyball and football. Purchase a new freezer 865-00-2191-01-999-01-0-00		1,873.62
Citibank Sams Club	659906861649766582536	08/17/2022	157134	08/19/2022	Concession Stand Items 461-11-6499-00-044-11-0-00		257.12
Citibank Sams Club	7502004054400831830	08/15/2022	157135	08/19/2022	Misc. supplies to celebrate TEA rating at TIS 199-11-6499-00-999-11-0-00		54.42
Citibank Sams Club	02555952551156287285	08/16/2022	157136	08/19/2022	To purchase snacks and drinks for Teachers Training on 8/17/22 461-23-6499-00-101-11-0-00		25.56
Citibank Sams Club	767737772815596124167	11/18/2021	157156	08/26/2022	HR Employee Incentive - Perfect Attendance 461-41-6499-00-727-99-0-00		294.64
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	Coffee filters 480-11-6499-00-918-99-1-21	2021	6.76
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	Cafe Bustelo- Espresso Dark roast coffee 480-11-6499-00-918-99-1-21	2021	13.74
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	French Vanilla syrup 480-11-6499-00-918-99-1-21	2021	10.56
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	Caramel syrup 480-11-6499-00-918-99-1-21	2021	12.24
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	Dart lids for 12 oz cups-1000 ct 480-11-6499-00-918-99-1-21	2021	39.98
Citibank Sams Club	9827718783	02/17/2022	157157	08/26/2022	Dart cups- 12 oz 1000ct 480-11-6499-00-918-99-1-21	2021	64.98
Citibank Sams Club	9794416653	10/19/2021	157158	08/26/2022	Items needed for hospitality supplies/ student reward items 199-21-6499-00-918-99-0-00		98.16
Citibank Sams Club	9828590331	02/21/2022	157159	08/26/2022	Safety 1st Grow and Go highchair 199-11-6399-00-918-23-0-00		79.98
Citibank Sams Club	9828590331	02/21/2022	157159	08/26/2022	Safety 1st car seat 199-11-6399-00-101-23-0-00		53.32
Citibank Sams Club	9828590331	02/21/2022	157159	08/26/2022	Safety 1st car seat 285-11-6399-00-999-23-0-00	2022	65.16
Citibank Sams Club	02042022	02/04/2022	157160	08/26/2022	To purchase Smart Snacks for Student Dance 2/14/2022 461-11-6499-00-101-11-0-00		85.59

Citibank Sams Club	9787344057	09/28/2021	157161	08/26/2022	To purchase coffee supplies and snacks for Coffee with the Principal events.	199-61-6499-00-101-99-0-00		39.40
Citibank Sams Club	969747652855595119127	10/28/2021	157162	08/26/2022	Principals Month Recognition Gift	199-41-6499-00-727-99-0-00		156.80
Citibank Sams Club	9801083433	11/11/2021	157163	08/26/2022	Needed for supply for student run coffee shop.	480-11-6499-00-918-99-1-21	2021	1,083.26
Citibank Sams Club	9869843667	06/30/2022	157164	08/26/2022	Umbrella Stroller	285-11-6399-00-999-23-0-00	2022	37.98
Citibank Sams Club	792413337394030485423	08/17/2022	157165	08/26/2022	Concessions for JH games	461-11-6499-00-041-11-0-00		500.88
Citibank Sams Club	9794420634	10/19/2021	157166	08/26/2022	Snacks for trainings/meetings	199-41-6499-00-701-99-0-00		50.72
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	The Original Donut Shop Regular Keurig K-Cup Pods (100 ct.)	101-35-6342-00-902-99-0-00		39.98
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	International Delight Hazelnut Coffee Creamer Singles (192 ct.)	101-35-6342-00-902-99-0-00		9.44
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Vanity Fair Everyday Napkins, Disposable White Paper Napkins, 660 Count	101-35-6342-00-902-99-0-00		9.68
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Energizer MAX AAA Batteries (40 Pack), Triple A Alkaline Batteries	101-35-6342-00-902-99-0-00		13.98
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	International Delight French Vanilla Creamer Singles (192 ct.)	101-35-6342-00-902-99-0-00		9.44
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Member's Mark Flushable Wipes (60/pk., 9 pk.)	101-35-6342-00-902-99-0-00		27.74
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Swiss Miss Cocoa K-Cup Pods, Milk Chocolate (50 ct.)	101-35-6342-00-902-99-0-00		22.98
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Lysol Disinfectant Spray, Crisp Linen Scent (19 oz., 3 ct.)	101-35-6342-00-902-99-0-00		13.58
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Energizer MAX AA Batteries (48 Pack), Double A Alkaline Batteries	101-35-6342-00-902-99-0-00		16.48
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Clorox Disinfecting Wipes Value Pack, Bleach Free Cleaning Wipes (85 per pk.,	101-35-6342-00-902-99-0-00		14.98
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Puffs Plus Lotion Facial Tissues (72 tissues/cube, 12 mega cubes)	101-35-6342-00-902-99-0-00		16.24
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Hefty Supreme 8 7/8"	101-35-6342-00-902-99-0-00		14.48
Citibank Sams Club	9806056275	11/29/2021	157167	08/26/2022	Foam Plates, 250 ct	101-35-6342-00-902-99-0-00		
Citibank Sams Club	66377291805596186117	11/10/2021	157168	08/26/2022	To purchase Concession Stand Supplies for the Fall into Reading Festival	461-11-6499-00-101-11-0-00		98.34
Citibank Sams Club	9844063212	04/13/2022	157169	08/26/2022	REESE'S Milk Chocolate Peanut Butter Eggs Candy, Bulk Easter, Packs (1.2 oz,	199-41-6499-00-727-99-0-00		121.32
Citibank Sams Club	24288947629976322338	12/10/2021	157170	08/26/2022	To purchase Students snacks for Saturday School 12/11/21	461-11-6499-00-101-11-0-00		16.30
Citibank Sams Club	9841583089	04/06/2022	157171	08/26/2022	Needed for Special Olympics event and EOY student/teacher use	224-11-6399-01-918-23-0-00	2022	242.95
Citibank Sams Club	24288947629967322338-1	12/10/2021	157172	08/26/2022	To purchase Students snacks for Saturday School 12/11/21	461-11-6499-00-101-11-0-00		58.53
Citibank Sams Club	9853571129	05/12/2022	157173	08/26/2022	Coyote games and ESY camp supplies	284-11-6399-00-918-23-0-00	2022	152.76
Citibank Sams Club	43243609030034489403	01/02/2022	157174	08/26/2022	For catering Teachers/Staff on Jan. 3, 2022	461-23-6499-00-101-11-0-00		90.68
Citibank Sams Club	9882222587	08/15/2022	157175	08/26/2022	Replenish items for	199-41-6499-00-750-99-0-00		56.42
Citibank Sams Club	9882222587	08/15/2022	157175	08/26/2022	Central Office break area	199-41-6499-00-750-99-0-00		
Citibank Sams Club	9830879198	02/28/2022	157176	08/26/2022	Needed for Special Education department use and dissemination at District	284-11-6399-00-918-23-0-00	2022	145.22
Citibank Sams Club	87688496605971358358	10/28/2021	157177	08/26/2022	National Honor Society Induction Ceremony	199-23-6499-00-001-11-0-00		39.97
Citibank Sams Club	9818013692	01/14/2022	157187	08/26/2022	Purchase items for concessions for the month of January	865-00-2191-01-999-01-0-00		74.90

20,308.62

Txn ID	Post Date	Account #	Year	Bdgt Owner	Amount	Doc ID	System	Orig Doc. ID	Orig System	Vendor ID	Vendor Name	Invoice Date	Paid Date	Check Number
997481	7/22/2022	211-00-2110-02-000-00-0-00	2022	000	-650.00	200000750	AP Check	200000750	AP Check	20647	AVID Center		7/22/2022	200000750
999504	7/28/2022	211-00-2110-02-000-00-0-00	2022	000	-1000.00	200000751	AP Check	200000751	AP Check	10068	Bsn Sports Collegiate		7/28/2022	200000751
997501	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-48246.09	200000743	AP Check	200000743	AP Check	20052	DEMCO, Inc		7/22/2022	200000743
997512	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-2752.44	200000742	AP Check	200000742	AP Check	20036	Johnstone Supply		7/22/2022	200000742
997517	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-23562.90	200000748	AP Check	200000748	AP Check	20391	Ken Scholten dba KD Scholten Company		7/22/2022	200000748
999506	7/28/2022	281-00-2110-02-000-00-0-00	2022	000	-448.00	200000752	AP Check	200000752	AP Check	10542	La Estrella		7/28/2022	200000752
997495	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-113.05	200000737	AP Check	200000737	AP Check	10546	Lakeshore Learning Materials		7/22/2022	200000737
997496	7/22/2022	211-00-2110-02-000-00-0-00	2022	000	-7827.05	200000737	AP Check	200000737	AP Check	10546	Lakeshore Learning Materials		7/22/2022	200000737
997497	7/22/2022	224-00-2110-02-000-00-0-00	2022	000	-1698.60	200000737	AP Check	200000737	AP Check	10546	Lakeshore Learning Materials		7/22/2022	200000737
997499	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-93.05	200000738	AP Check	200000738	AP Check	10603	Oriental Trading Co., Inc.		7/22/2022	200000738
999497	7/28/2022	199-00-2110-02-000-00-0-00	2022	000	-555.00	200000755	AP Check	200000755	AP Check	20288	School Mate		7/28/2022	200000755
997508	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-277.40	200000741	AP Check	200000741	AP Check	20017	School Specialty		7/22/2022	200000741
997507	7/22/2022	281-00-2110-02-000-00-0-00	2022	000	-1754.49	200000741	AP Check	200000741	AP Check	20017	School Specialty		7/22/2022	200000741
997515	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-1044.60	200000747	AP Check	200000747	AP Check	20312	Service Supply		7/22/2022	200000747
999500	7/28/2022	199-00-2110-02-000-00-0-00	2022	000	-1914.00	200000753	AP Check	200000753	AP Check	10669	Sonitrol Of El Paso		7/28/2022	200000753
997519	7/22/2022	281-00-2110-02-000-00-0-00	2022	000	-1734.00	200000745	AP Check	200000745	AP Check	20263	TCEA		7/22/2022	200000745
997491	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-378.41	200000740	AP Check	200000740	AP Check	10859	Verizon Wireless		7/22/2022	200000740
994581	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-2581.09	200000733	AP Check	200000733	AP Check	20265	4imprint, Inc.		7/13/2022	200000733
994574	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-6345.92	200000727	AP Check	200000727	AP Check	10229	Follett School Solutions, Inc.		7/13/2022	200000727
994573	7/13/2022	282-00-2110-02-000-00-0-00	2022	000	-5725.59	200000727	AP Check	200000727	AP Check	10229	Follett School Solutions, Inc.		7/13/2022	200000727
994560	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-200.41	200000735	AP Check	200000735	AP Check	20470	O'Reilly Auto Enterprises LLC		7/13/2022	200000735
991392	6/23/2022	199-00-2110-02-000-00-0-00	2022	000	-9092.03	200000711	AP Check	200000711	AP Check	10615	Perma Bound		6/23/2022	200000711
994565	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-354.15	200000730	AP Check	200000730	AP Check	10620	Positive Promotions		7/13/2022	200000730
994566	7/13/2022	461-00-2110-02-000-00-0-00	2022	000	-40.95	200000730	AP Check	200000730	AP Check	10620	Positive Promotions		7/13/2022	200000730
994591	7/13/2022	281-00-2110-02-000-00-0-00	2022	000	-147.80	200000732	AP Check	200000732	AP Check	20017	School Specialty		7/13/2022	200000732
994589	7/13/2022	101-00-2110-02-000-00-0-00	2022	000	-162.87	200000731	AP Check	200000731	AP Check	10679	Spectrum Imaging		7/13/2022	200000731
994588	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-3988.43	200000731	AP Check	200000731	AP Check	10679	Spectrum Imaging		7/13/2022	200000731
994583	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-520.00	200000734	AP Check	200000734	AP Check	20270	Texas Association for the Gifted and Talented		7/13/2022	200000734
992812	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-19.00	200000720	AP Check	200000720	AP Check	10070	C & M Plaque & Trophy Inc.		6/30/2022	200000720
997521	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-374.37	200000746	AP Check	200000746	AP Check	20265	4imprint, Inc.		7/22/2022	200000746
997479	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-2950.50	200000749	AP Check	200000749	AP Check	20597	El Paso Reprographics		7/22/2022	200000749
997486	7/22/2022	281-00-2110-02-000-00-0-00	2022	000	-7840.00	200000736	AP Check	200000736	AP Check	10308	Guitar Center		7/22/2022	200000736
997503	7/22/2022	199-00-2110-02-000-00-0-00	2022	000	-3231.85	200000744	AP Check	200000744	AP Check	20257	Seidlitz Education		7/22/2022	200000744
992816	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-85.00	200000724	AP Check	200000724	AP Check	20255	Mentru Enterprises		6/30/2022	200000724
994577	7/13/2022	199-00-2110-02-000-00-0-00	2022	000	-226.10	200000728	AP Check	200000728	AP Check	10546	Lakeshore Learning Materials		7/13/2022	200000728
994578	7/13/2022	224-00-2110-02-000-00-0-00	2022	000	-3924.35	200000728	AP Check	200000728	AP Check	10546	Lakeshore Learning Materials		7/13/2022	200000728
991418	6/23/2022	199-00-2110-02-000-00-0-00	2022	000	-297.00	200000717	AP Check	200000717	AP Check	20340	Estrellita		6/23/2022	200000717
991401	6/23/2022	199-00-2110-02-000-00-0-00	2022	000	-948.10	200000710	AP Check	200000710	AP Check	10546	Lakeshore Learning Materials		6/23/2022	200000710
991402	6/23/2022	285-00-2110-02-000-00-0-00	2022	000	-1415.44	200000710	AP Check	200000710	AP Check	10546	Lakeshore Learning Materials		6/23/2022	200000710
991390	6/23/2022	480-00-2110-02-000-00-0-00	2022	000	-33.64	200000708	AP Check	200000708	AP Check	10221	Flinn Scientific, Inc.		6/23/2022	200000708
992814	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-177.75	200000723	AP Check	200000723	AP Check	20036	Johnstone Supply		6/30/2022	200000723
992820	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-400.00	200000722	AP Check	200000722	AP Check	20032	Plan B Networks, Inc.		6/30/2022	200000722
992822	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-1320.00	200000725	AP Check	200000725	AP Check	20551	Southern Tire Mart, LLC		6/30/2022	200000725
992818	6/30/2022	199-00-2110-02-000-00-0-00	2022	000	-460.00	200000721	AP Check	200000721	AP Check	10706	TASB, Inc.		6/30/2022	200000721

-146911.42



**Office of the Superintendent**  
19200 Cobb Ave. /PO Box 170  
Tornillo, TX 79853  
Phone 915.765.3005  
Fax 915.765.3099

# MEMORANDUM

To: Members of the Board of Trustees  
From: Mr. Rodrigo Portillo, District Academic Coordinator  
Subject: Blended Learning Grant  
Date: September 28, 2022

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## **HISTORY:**

The Blended Learning Grant Program (BLGP) supports school districts in designing and implementing high-quality blended learning programs in math (through Math Innovation Zones-MIZ) and other subjects (through non-math blended learning pilots). The BLGP seeks to improve student mastery of Texas Essential Knowledge and Skills (TEKS) for students in prekindergarten through 8th grade, with a specific MIZ focus on 8th grade Algebra I readiness and Reading Language Arts.

## **RATIONALE:**

The grant provides funding for contract services, travel, professional development, supplies and materials, technology, and extra duty pay for teachers/staff.

## **BUDGET IMPACT:**

Grant funds provided to Tornillo - \$188,800 for years 2022-2024

## **ADMINISTRATIVE RECOMMENDATION:**

No Action Needed

***Vision:** Believe we can succeed, with pride we will achieve.*

***Mission:** The mission of the District is to educate and inspire students in a safe and supportive environment which will result in closing the achievement gap by preparing all students for college readiness and success in a global society.*



# MEMORANDUM

To: Members of the Board of Trustees  
From: Mr. Raymond Bonilla, CTE Coordinator  
Subject: Western Technical College Student Tuition and Fees  
Date: September 28, 2022

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## **HISTORY:**

Western Technical College will continue to serve our students by providing instructional opportunities for our students. Through Western Tech, students have been provided the opportunity to pursue Industry-Based Certifications in the areas of Welding, Diesel Mechanics, and Medical Assistant.

## **RATIONALE:**

Western Technical College provides our students with educational and certification opportunities that our district does not provide. Our students may earn certifications in the areas of Welding, Diesel Mechanics, and Medical Assistant which will allow them to be recognized as work ready.

## **BUDGET IMPACT:**

\$147,532

See Quote for line item amounts

## **ADMINISTRATIVE RECOMMENDATION:**

Tornillo ISD would like to recommend the approval of student tuition and fees in the amount of \$147,532 for the school year 2022-2023.



# QUOTE

Remit Payment To:  
 Western Technical College  
 9624 Plaza Circle  
 El Paso TX 79927

**Bill To:**

High School Program  
 TORNILLO INDEPENDENT SCHOOL DISTRICT  
 DEPT OF CAREER & TECHNICAL EDUCATION  
 19200 COBB AVE  
 TORNILLO TX 79853

Date	8/10/2022
Page	1

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
	HIGHSCHLS	VSANCHEZ		Net 30	8/10/2022	521
Ordered	Shipped	Item Number	Description	Unit Cost	Ext. Cost	
1.00	1.00	TRAINING	Skills Training DIESEL TECHNOLOGY - YEAR 3 OF 3 RETURNING STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$2,000.00	
1.00	1.00	TOOLS	Student Tools Issued DIESEL TECHNOLOGY - YEAR 3 OF 3 RETURNING STUDENTS BOOKS, TOOLS, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$1,353.00	
6.00	6.00	TRAINING	Skills Training DIESEL TECHNOLOGY - YEAR 2 OF 3 RETURNING STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$12,000.00	
6.00	6.00	TOOLS	Student Tools Issued DIESEL TECHNOLOGY - YEAR 2 OF 3 RETURNING STUDENTS BOOKS, TOOLS, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$8,118.00	
7.00	7.00	TRAINING	Skills Training DIESEL TECHNOLOGY - YEAR 1 OF 3 NEW STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$14,000.00	
7.00	7.00	TOOLS	Student Tools Issued DIESEL TECHNOLOGY - YEAR 1 OF 3 NEW STUDENTS BOOKS, TOOLS, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$9,471.00	
7.00	7.00	TRAINING	Skills Training HEALTH SCIENCE - YEAR 2 RETURNING STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$14,000.00	



Remit Payment To:

Western Technical College  
 9624 Plaza Circle  
 El Paso TX 79927

Bill To:

High School Program  
 TORNILLO INDEPENDENT SCHOOL DISTRICT  
 DEPT OF CAREER & TECHNICAL EDUCATION  
 19200 COBB AVE  
 TORNILLO TX 79853

Invoice	
Date	8/10/2022
Page	2

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
	HIGHSCHLS	VSANCHEZ		Net 30	8/10/2022	521
Ordered	Shipped	Item Number	Description	Unit Cost	Ext. Cost	
7.00	7.00	TOOLS	Student Tools Issued HEALTH SCIENCE - YEAR 2 RETURNING STUDENTS BOOKS, EQUIP, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$9,471.00	
7.00	7.00	TRAINING	Skills Training HEALTH SCIENCE - YEAR 1 NEW STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$14,000.00	
7.00	7.00	TOOLS	Student Tools Issued HEALTH SCIENCE - YEAR 1 NEW STUDENTS TOOLS, EQUIP, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$9,471.00	
5.00	5.00	TRAINING	Skills Training WELDING - YEAR 2 RETURNING STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$10,000.00	
5.00	5.00	TOOLS	Student Tools Issued WELDING - YEAR 2 RETURNING STUDENTS BOOKS, TOOLS, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$6,765.00	
11.00	11.00	TRAINING	Skills Training WELDING - YEAR 1 NEW STUDENTS TUITION FALL & SPRING SEMESTERS	\$2,000.00	\$22,000.00	
11.00	11.00	TOOLS	Student Tools Issued WELDING - YEAR 1 NEW STUDENTS BOOKS, TOOLS, & FEES FALL & SPRING SEMESTERS	\$1,353.00	\$14,883.00	

PLEASE CONTACT JAVIER ZAVALA  
 @ WESTERN TECH WITH ANY QUESTIONS  
 (915) 760-8129  
 jzavala@westerntech.edu

Subtotal	\$147,532.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Total	\$147,532.00

# Tornillo Independent School District

Maintenance Department

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## Memorandum

To: Board of Trustees

From: Rene Estrada, Maintenance/Transportation Director

Subject: Future Elementary Parking Lot

Date: 9/28/2022

### History:

The Elementary school was built in 1991 with not enough teacher parking space making the teachers park in front of private property.

### Rationale:

District approved an architectural firm to design a parking lot. The district would like to hire a contractor to build the new teacher parking lot

### Budget Impact:

The budget impact will be \$250,000.00 taken from the following account:

199.81.6629.00.101.99.0.18

### Administrative Recommendation:

The recommendation to the Board of Trustees is to approve the construction of a new teacher parking lot for Elementary School.



**PROPOSAL**

2022-14

Tornillo Isd  
 LOCATION: Tornillo Main office /19230 Gaby Rd, Tornillo, TX  
 ATTENTION: Mr. Estrada  
 Date: 9/23/2022

Dear Customer: Pride G.C. proposes to furnish all labor, materials and equipment to perform the following scope of work for the above referenced project as per proposed scope of work.

Quantity	Unit	Description/Scope Of Work	U. Cost	Extended Price
1	Each	Demo existng parking lot approx 7537 sq. ft, haul and disposal.		
1	Each	Demo existng sidewalk approx 2138.7 sq ft, haul and disposal		
1	Each	Prepare cut and fill for new parking lot grading , Install 6" base course and 2" HMAC as per city standards approx 20,803.20 sq.ft	\$ 124,422.00	\$124,422.00
1	Each	Install new concrete siewalks approx 2863.5 sq. ft To include form work , material and placement.		
1	Each	Insatall new curb as per plan approx 5,318 sq.ft To include form work , material and placement.	\$ 61,523.00	\$61,523.00
1	Each	Install new fencing materials as per plan. To include removal , install and materials.	\$24,750.00	\$24,750.00
1	Each	Install wheel stops and parking lot stripping as per plan.	\$6,400.00	\$6,400.00
1	Each	Irrigation system as per plan	\$8,000.00	\$8,000.00
1	Each	General conditions and supervision.	\$5,000.00	\$5,000.00
		This proposal is inclusive to the lineal footage acquired by Pride Gc Walk thru. Any additional services and quantites exceeding the ones quoted above will be charged accordingly.	<b>Sub-Total</b>	<b>\$230,095.00</b>
			Overhead	\$11,504.75
			Profit	\$23,009.50
			<b>Sub-Total</b>	<b>\$264,609.25</b>
			P&P Bonds	\$0.00
			<b>TOTAL</b>	<b>\$264,609.25</b>

**Terms: Net 30**  
 Exclusions: ANY OTHER MATERIALS, EQUIPMENT OR SCOPE OF WORK NOT LISTED OR INCLUDED ABOVE.  
 NO OTHER BUILDING RELATED WORK, NO SITE WORK AND NO EXTERIOR FINISHES,  
 ANY ADDITIONAL INSURANCES OR APPLICATION FEES REQUIRED AND NOT SHOWN IN PROPOSAL  
 NO MOISTURE BRICK SEALANTS, NO RUST FINISHES

Sincerely  
 Pride General Contractors, LLC  
*Ramon T. Saigado*

Ramon T. Saigado  
 Managing Member

# Tornillo Independent School District

Maintenance Department

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## Memorandum

To: Board of Trustees

From: Rene Estrada, Maintenance/Transportation Director

Subject: Sheet Rock Repair

Date: 9/28/2022

### History:

The water heater in the custodial closet at the Intermediate School deteriorated to the point that it has caused water damage to a partial area of the school.

### Rationale:

District would like to contract a contractor to remediate and repair the damaged area.

### Budget Impact:

The budget impact will be \$80,000.00 taken from the following account:

199.51.6319.00.044.99.0.18

### Administrative Recommendation:

The recommendation to the Board of Trustees is to approve the reconstruction and repair of the damaged area to the Intermediate school.



# Tornillo Independent School District

Maintenance Department

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## Memorandum

To: Board of Trustees

From: Rene Estrada, Maintenance/Transportation Director

Subject: Tennis Wall Construction

Date: 9/28/2022

### History:

The rock wall at the tennis courts was built 5 years ago and has started to lean making it unsafe for players. The warranty for this rock wall was only for 1 year.

### Rationale:

District would like to contract a contractor to remove and reconstruct a new rock wall.

### Budget Impact:

The budget impact will be \$62,000.00 taken from the following account:

199.81.6629.00.001.99.0.18

### Administrative Recommendation:

The recommendation to the Board of Trustees is to approve the removal and reconstruction of a new rock wall with proper reinforcement to prevent it from falling again.



**CERTIFICATION OF UNOPPOSED CANDIDATES FOR  
TORNILLO INDEPENDENT SCHOOL DISTRICT  
CERTIFICACIÓN DE CANDIDATOS ÚNICOS PARA LA MESA DIRECTIVA DEL  
DISTRITO ESCOLAR DE TORNILLO**

**To: Marlene Bullard, Presiding Officer of Board of Trustees of the Tornillo Independent School District**

*Al: Marlene Bullard, Presidente de la Mesa Directiva del Distrito Escolar de Tornillo*

**As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on November 8, 2022.**

*Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 8 de noviembre de 2022.*

**List offices and names of candidates:**

*Lista de cargos y nombres de los candidatos:*

<b>Office(s) Cargo(s)</b>	<b>Candidate(s) Candidato(s)</b>
Place 4	Hector Mario Lopez
Place 5	Enrique Vega
Place 6	Ofelia Bosquez
Place 7	Daniel Dozal

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**Rosy Vega-Barrio  
Superintendent  
Tornillo Independent School District**

**ACCEPTED this \_\_\_\_ day of September, 2022:**

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**Marlene Bullard  
Board President  
Tornillo Independent School District**

**AN ORDER BY THE BOARD OF TRUSTEES OF THE TORNILLO INDEPENDENT SCHOOL DISTRICT DECLARING UNOPPOSED CANDIDATES FOR TRUSTEES FOR PLACE NOS. 4, 5, 6, and 7 TO BE ELECTED; CANCELLING THE ELECTION FOR TRUSTEE PLACE NOS. 4, 5, 6, and 7; AND MAKING OTHER PROVISIONS RELATING THERETO**

WHEREAS, by order dated August 17, 2022, this Board of Trustees called an election to be held Tuesday, November 8, 2022, in accordance with Section 2.053(a) of the Texas Election Code, within the Tornillo Independent School District (the "School District") to elect persons to serve in Trustee Place Nos. 4, 5, 6, and 7; and

WHEREAS, pursuant to the provisions of Sections 2.051, 2.052 and 2.053 of the Texas Election Code, upon receipt of certification that one or more candidates in single member districts are unopposed for election, the District may declare the person elected to that single member district and cancel the election as to that single member district only.

BE IT ORDERED by the Board of Trustees of the Tornillo Independent School District:

Section 1. Findings.

- (a) Statements contained in the recitals of this Order are true and correct and adopted as Findings of Fact and operative provisions hereof.
- (b) Only one candidate for each Trustee position, Place Nos. 4, 5, 6, and 7 has filed an application to be on the ballot and no person has filed an application to be a write-in candidate for any of those Places, as follows:

Place 4	Hector Lopez
Place 5	Enrique Vega
Place 6	Ofelia Bosquez
Place 7	Daniel Dozal

Section 2. Declaration of Election for Trustee Place Nos. 4, 5, 6, and 7.

The following persons are unopposed for their respective Trustee Places and are hereby declared to be elected to the Board of Trustees for a full four-year term commencing November 8, 2022:

Place 4	Hector Lopez
Place 5	Enrique Vega
Place 6	Ofelia Bosquez
Place 7	Daniel Dozal

Section 3. Cancellation of Election for Trustee Place Nos. 4, 5, 6, and 7.

The election for Trustee Place Nos. 4, 5, 6, and 7 called for Tuesday, November 8, 2022 and the early voting to be held prior to the date are hereby cancelled as there is only one candidate who is running for each of the Trustee Place Nos. 4, 5, 6, and 7. The candidates have been declared elected pursuant to this Order.

Section 4. Notice of Cancellation of Election in Trustee Place Nos. 4, 5, 6, and 7.

Notice of Cancellation of election of Trustees for Place Nos. 4, 5, 6, and 7 will be posted on election day at each polling place that would have been used in the election on election day. Notice shall also be posted at each place that agendas for Board meetings are posted and at such other places and locations as determined by the Administration.

Section 5. Certificate of Election; Qualification to Serve.

After November 8 2022, a Certificate of Election shall be issued to each person who has been declared elected by this order in the same manner as provided for a candidate elected at the election as follows:

Place 4	Hector Lopez
Place 5	Enrique Vega
Place 6	Ofelia Bosquez
Place 7	Daniel Dozal

Each elected Trustee shall qualify for office in the same manner as provided for a candidate elected at an election after receiving a Certificate of Election.

Section 6. Further Action.

The Administration is directed to take such further actions and steps as is necessary to accomplish the matters set forth herein.

ADOPTED on this \_\_\_ day of **September, 2022.**

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Marlene Bullard  
President, Board of Trustees

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Ofelia Bosquez  
Secretary, Board of Trustees

# **ORDEN DE LA MESA DIRECTIVA DEL DISTRITO ESCOLAR DE TORNILLO DECLARANDO CANDIDATOS UNICOS PARA LA MESA DIRECTIVA EN LOS PUESTOS NUMEROS 4, 5, 6 Y 7 PARA UN CARGO EN LA ELECCION; CANCELANDO LA ELECCION PARA LOS PUESTOS NUMEROS 4, 5, 6 Y 7; Y DECLARACIONES RELACIONADAS ADICIONALES**

Por orden de la Mesa Directiva del Distrito Escolar de Tornillo (el "Distrito") previamente se ordenó el 17 de agosto del 2022, una elección el martes, 8 de noviembre del 2022, conforme a la ley estatal de elecciones (referido aquí por el nombre "Texas Election Code") bajo la sección 2.053(a), dentro del Distrito para elegir miembros a la mesa directiva para los Puestos Números 4, 5, 6 y 7; y

Conforme a la ley estatal de elecciones bajo las secciones 2.051, 2.052 y 2.053 del Texas Election Code, el cumplimiento de la certificación de candidatos únicos para uno o más puestos en particular para elección se le da autoridad al Distrito para declarar esas personas elegidas a sus puestos pertenecidos y cancelar la elección para esos puestos con candidatos únicos;

*SE DECLARA Y ORDENA por parte de la Mesa Directiva del Distrito Escolar de Tornillo:*

## *Sección Número 1. Declaraciones*

- (a) *Las declaraciones en esta Orden son verdaderas, correctas y se han adoptado necesariamente de tal manera.*
- (b) *Candidatos únicos se han presentado para cada puesto números 4, 5, 6 y 7, con sus aplicaciones y solicitudes para el puesto indicado y no se han presentado ningunos otros candidatos para los puestos número 4, 5, 6 y 7 que desean no aparecer en la boleta, pero por la cual se puede votar escribiendo su nombre, en la manera siguiente:*

<i>Puesto No. 4</i>	<i>Hector Lopez</i>
<i>Puesto No. 5</i>	<i>Enrique Vega</i>
<i>Puesto No. 6</i>	<i>Ofelia Bosquez</i>
<i>Puesto No. 7</i>	<i>Daniel Dozal</i>

## *Sección No. 2. Declaración de Elección Para los Puestos Numero 4, 5, 6 y 7 de la Mesa Directiva del Distrito Escolar de Tornillo*

*Las siguientes personas son y se declaran candidatos únicos para los puestos indicados y se declaran elegidos para sus puestos indicados para sus cargos oficiales con un término completo de 4 años comenzando el 8 de noviembre del 2022:*

<i>Puesto No. 4</i>	<i>Hector Lopez</i>
<i>Puesto No. 5</i>	<i>Enrique Vega</i>
<i>Puesto No. 6</i>	<i>Ofelia Bosquez</i>
<i>Puesto No. 7</i>	<i>Daniel Dozal</i>

## *Sección No. 3. Cancelación de Elecciones para los Puestos Numero 4, 5, 6 y 7 de la Mesa Directiva del Distrito Escolar de Tornillo*

*La elección el 8 de noviembre del 2022 para los Puestos Numero 4, 5, 6 y 7 de la Mesa Directiva del Distrito Escolar de Tornillo, junto con las votaciones que se llevan a cabo de anticipo, se declaran canceladas por medio de esta Orden debido a que se han presentado en conforme a la ley indicada candidatos únicos para estos puestos. Se declaran estos candidatos únicos elegidos por medio de esta Orden.*

## *Sección No. 4. Notificación de Cancelación de Elección Para los Puestos Numero 4, 5, 6 y 7 de la Mesa Directiva del Distrito Escolar de Tornillo*

*La Notificación de Cancelación de la Elección para los Puestos Numero 4, 5, 6 y 7 de la Mesa Directiva del Distrito Escolar de Tornillo se le publicará al público el día de la elección en cada puesto y ubicación de votación. A la misma vez se le publicara al público esta notificación en el lugar o lugares indicados donde regularmente se publican notificaciones de las juntas y agendas de la Mesa Directiva del Distrito Escolar de Tornillo y en cualquier otro lugar o lugares y ubicaciones asignadas por los Administradores del Distrito.*

*Sección No. 5. Certificación de Elección; Calificaciones para Cargos Oficiales*

*Después del 8 de noviembre del 2022, se les entregara a los candidatos declarados elegidos por parte de esta Orden un Certificado de Elección en la misma manera que se les brinda a los candidatos elegidos por medio de una elección de la manera siguiente:*

<i>Puesto No. 4</i>	<i>Hector Lopez</i>
<i>Puesto No. 5</i>	<i>Enrique Vega</i>
<i>Puesto No. 6</i>	<i>Ofelia Bosquez</i>
<i>Puesto No. 7</i>	<i>Daniel Dozal</i>

*En recibir su Certificado de Elección, cada miembro elegido para la mesa directiva calificara para los cargos oficiales de su puesto en la misma manera que se les brinda a los candidatos elegidos por medio de una elección.*

*Sección No. 6. Acción Relacionada Adicional*

*Se le dirige a los Administradores del Distrito tomar cualquier acción relacionada adicional que se requiera para cumplir las metas de esta Orden.*

APROBADA este \_\_\_ de septiembre del 2022.

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Marlene Bullard  
Presidenta de la Mesa Directiva

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Ofelia Bosquez  
Secretaria de la Mesa Directiva



# MEMORANDUM

To: Members of the Board of Trustees  
From: Luis M Guerra, Director of Finance  
Subject: Approval of assigned fund balance  
Date: September 28, 2022

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**History:** Assigned fund balance was approved on August 31, 2021 for a total amount of \$1,081,520. The actual expenditures in FY 2022 totaled \$493,017 and administration is recommending reassignment of funds for facilities maintenance and security upgrades.

**Rationale:**

The district is facing challenges in maintaining facilities and providing a safe environment for school learning. There is a need to assign fund balance to various projects recommended by administration.

**Budget Impact**

\$591,497 of assigned fund balance to a total assignment of \$1,180,000.

**Administrative Recommendation:**

The recommendation to the Board of Trustees is to approve the assignment of fund balance.

Board President: \_\_\_\_\_ Date: \_\_\_\_\_

Board Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

**TORNILLO INDEPENDENT SCHOOL DISTRICT  
USE OF ASSIGNED FUND BALANCE  
2022-2023**

		<b>Use Of Assigned Fund Balance</b>			<b>Furniture</b>	<b>Infrasctructure</b>	<b>Equipment</b>	<b>Improvements/C</b>	<b>Total</b>
		Assigned Fund Ending Balance FY 2021			\$ -	\$ 43,520	\$ 16,000	\$ 1,022,000	\$ 1,081,520
		Actual Spent 2022			\$ -	\$ 3,859	\$ 17,079	\$ 472,079	\$ 493,017
		Assigned Fund Ending Balance FY 2022			\$ -	\$ 39,661	\$ (1,079)	\$ 549,921	\$ 588,503
		Reassignment 9/28/22			\$ -	\$ (39,661)	\$ 1,079	\$ 630,079	\$ 591,497
		Requested			\$ -	\$ -	\$ -	\$ 1,180,000	\$ 1,180,000
		<b>Remaining Assigned Fund Balance</b>			\$ -	\$ (0)	\$ (0)	\$ 1,180,000	\$ 1,180,000
2020-2021	23	Elementary Parking lot Driveway	E	2.28.22	199.81-6629.00.101.99.0.18			\$ 19,720.00	\$ 19,720.00
2020-2021	24	Elementary Playground	E	2.28.22	199.81.6639.00.101.99.0.18			\$ 30,499.30	\$ 30,499.30
2020-2021	25	Ceiling Tiles replacement	E	11.15.21	199.51.6319.00.951.99.1.18			\$ 20,755.20	\$ 20,755.20
2020-2021	26	Heavy Duty Trailer Facilities	E	11.15.21	199.51.6639.00.951.99.1.18		\$ 7,811.75		\$ 7,811.75
2020-2021	27	Scissor Lift Facilities	E	11.15.21	199.51.6639.00.951.99.1.18		\$ -		\$ -
2020-2021		LED Upgrades elementary		3.21.22	199.51.6319.00.951.99.1.18			\$ 23,182.00	\$ 23,182.00
2020-2021	28	Floor Tile Junior High/Intermediate	E	11.15.21	199.51.6299.00.041.99.1.18			\$ 42,673.00	\$ 42,673.00
2020-2021	29	Curb/guter sidewalk	E		199.81.6629.04.951.99.0.19			\$ 38,036.91	\$ 38,036.91
2020-2021	30	Playground Middle School	E	2.28.22	199.51.6639.00.041.99.4.18			\$ -	\$ -
2020-2021	31	TJHS gym floor/ refurbush	E	not needed	199.51.6299.00.041.99.1.18			\$ -	\$ -
2020-2021	32	Bandroom Carpet THJS	E	11.15.21	199.51.6299.00.041.99.1.18			\$ 19,970.51	\$ 19,970.51
2020-2021	33	Library Carpet TJHS	E	11.15.21	199.51.6299.00.041.99.1.18			\$ 16,329.38	\$ 16,329.38
2020-2021	34	Restrooms Partitions TJHS	E	11.15.21	199.51.6319.00.041.99.4.18			\$ 37,735.20	\$ 37,735.20
2020-2021	35	Rock wall TJHS/THS	E	2.28.21	199.81.6629.00.001.99.0.18			\$ 155,503.00	\$ 155,503.00
2020-2021	36	Score Boards TJHS Gym	E	not needed	199.51.6639.00.041.99.4.18			\$ -	\$ -
2020-2021	37	Sound Boards TJHS Gym	E	not needed	199.51.6299.00.041.99.1.18			\$ -	\$ -
2020-2021	38	Security upgrades matching funds	E	not needed	199.52.6299.00.952.99.4.18	\$ -		\$ -	\$ -
2020-2021	39	Skyline mirage stand	E	2.28.22	199.53.6399.00.953.99.0.00		\$ 9,267.40		\$ 9,267.40
2020-2021	40	Library Carpet Elementary	E	11.15.21	199.51.6299.00.101.99.4.18			\$ 11,490.12	\$ 11,490.12
2020-2021	41	Restrooms Partitions Elementary	E	11.15.21	199.51.6319.00.101.99.4.18			\$ 24,701.04	\$ 24,701.04
2020-2021	42	Restrooms Partitions High School	E	11.15.21	199.51.6319.00.001.99.4.18			\$ 7,920.00	\$ 7,920.00
2020-2021	43	Switches fiber optic cables pressbox	E	2.28.22	199.53.6299.00.953.99.0.00	\$ 3,859.02			\$ 3,859.02
2020-2021	44	Restrooms Partitions Intermediate	E	11.15.21	199.51.6319.00.041.99.4.18			\$ 23,562.90	\$ 23,562.90
2022-2023	45	Wall( sheetrock, insulation, texture and base) repairs Intermediate	Plan		199.51.6319.00.044.99.4.18			\$ 92,000.00	\$ 92,000.00
2022-2023	46	Rock wall repair on tennis court High School *	Plan		199.81.6629.00.001.99.0.18			\$ 62,000.00	\$ 62,000.00
2022-2023	47	Intermediate Roof Area 1	Plan		199.81.6629.00.044.99.0.18			\$ 80,000.00	\$ 80,000.00
2022-2023	48	Rock Wall Perimeter High School	Plan		199.81.6629.00.001.99.0.18			\$ 250,000.00	\$ 250,000.00
2022-2023	49	Exterior wall repairs and Concrete slabs Intermediate	Plan		199.81.6629.00.044.99.0.18			\$ 100,000.00	\$ 100,000.00
2022-2023	50	Exterior wall repairs and Concrete slabs Junior High	Plan		199.81.6629.00.041.99.0.18			\$ 100,000.00	\$ 100,000.00
2022-2023	51	LED Conversion Intermediate	Plan		199.51.6319.00.044.99.4.18			\$ 25,000.00	\$ 25,000.00
2022-2023	52	Security Entries - Vestibules Elementary	Plan		199.51.6319.00.101.99.4.18			\$ 20,000.00	\$ 20,000.00
2022-2023	53	Security Entries - Vestibules Intermediate	Plan		199.51.6319.00.044.99.4.18			\$ 4,000.00	\$ 4,000.00
2022-2023	54	Security Entries Intermediate Library	Plan		199.51.6319.00.044.99.4.18			\$ 5,000.00	\$ 5,000.00
2022-2023	55	Security Entries - Vestibules Junior high	Plan		199.51.6319.00.041.99.4.18			\$ 8,000.00	\$ 8,000.00
2022-2023	56	Security Entries - Elementary Gym	Plan		199.51.6319.00.101.99.4.18			\$ 4,000.00	\$ 4,000.00
2022-2023	57	Chain Link fence Baseball fields	Plan		199.81.6629.00.001.99.0.18			\$ 50,000.00	\$ 50,000.00
2022-2023	58	Chain Link fence Softball fields	Plan		199.81.6629.00.001.99.0.18			\$ 30,000.00	\$ 30,000.00
2022-2023	59	Elementary Canopy	Plan		199.81.6629.00.044.99.0.18			\$ 100,000.00	\$ 100,000.00
2022-2023	60	Elementary Parking lot Driveway continuation	Plan		199.81-6629.00.101.99.0.18			\$ 250,000.00	\$ 250,000.00

# 2021-2022

## Project Goals Timeline Assigned Fund Balance

#	Assigned Fund Balance	Assigned	Actual	Campus/Dept.	Status	Timeline	Status
1	Elementary Parking lot Driveway	250,000.00	19,720.00	Facilities	Architect is encumbered surveyor crew review	8/31/2022	25%
2	Elementary Playground	36,000.00	30,499.32	Elementary	Funds Encumbered demo and build	8/31/2021	50%
3	Ceiling Tiles replacement	30,000.00	20,755.20	Facilities	Ceiling tiles installed as needed	8/31/2022	100%
4	Heavy Duty Trailer Facilities	8,000.00	7,811.75	Facilities	Red Barn trailer sales	8/31/2022	100%
5	Scissor Lift Facilities	-	-	Facilities	canceled	8/31/2022	0%
6	LED Upgrades elementary	25,000.00	23,182.00	Facilities	LED lights installed at elementary	8/31/2022	100%
7	Floor Tile Junior High/Intermediate	35,000.00	42,673.00	Facilities	Installation finalized	8/31/2022	100%
8	Curb/guter sidewalk	80,000.00	38,036.91	Facilities	Sidewalk completed pending lanscape and lighting	8/31/2022	100%
9	Playground Middle School	25,000.00	-	Facilities	no action	8/31/2022	0%
10	TJHS gym floor/ refurbush	150,000.00	-	Facilities	cancelled	8/31/2022	0%
11	Bandroom Carpet THJS	40,000.00	19,970.51	Facilities	Carpet Tile installed	8/31/2022	100%
12	Library Carpet TJHS	17,000.00	16,329.38	Facilities	Carpet Tile installed	8/31/2022	100%
13	Restrooms Partitions TJHS	15,000.00	37,735.20	Facilities	KD Scholton ongoing partition removal	8/31/2022	100%
14	Rock wall TJHS/THS	250,000.00	155,503.00	Facilities	Wall completed pending gates build	8/31/2022	90%
15	Score Boards TJHS Gym	7,000.00	-	Facilities	cancelled	8/31/2022	0%
16	Sound Boards TJHS Gym	7,000.00	-	Facilities	cancelled	8/31/2022	0%
17	Security upgrades matching funds	35,000.00	-	Technology	cancelled	8/31/2022	0%
18	Skyline mirage stand	8,000.00	9,267.40	Technology	stand delivered	8/31/2022	100%
19	Library Carpet Elementary	10,000.00	11,490.12	Facilities	Carpet Tile installed	8/31/2022	100%
20	Restrooms Partitions Elementary	15,000.00	24,701.04	Facilities	KD Scholton ongoing partition removal	8/31/2022	100%
21	Restrooms Partitions High School	15,000.00	7,920.00	Facilities	KD Scholton	8/31/2022	100%
22	Switches fiber optic cables pressbox	8,520.00	3,859.02	Technology	Switich installed	8/31/2022	100%
23	Restrooms Partitions Intermediate	15,000.00	23,562.90	Facilities	KD Scholton	8/31/2022	100%
<b>TOTAL</b>		<b>1,081,520.00</b>	<b>493,016.75</b>				

# 2021-2022

## Project Goals Timeline Committed Fund Balance

#	Committed Fund Balance	Amount	Actual	Campus/Dept.	Status	Timeline	Status
1	Bus Replacement approved 1/22/2020	133,770.00	133,770.00	Transportation	Completed December 2020		100%
2	Van replcement approved 1/22/2020	57,870.00	57,870.00	Transportation	Completed December 2020		100%
3	Digital Mobile Radios approved 1/22/2020	9,592.00	9,592.00	Transportation	Completed April 2021		100%
4	Building Access Controls/PA systems/intrusions,grant matching funds approved 1/22/2020	48,553.00	41,770.73	Technology	Completed August 2022	8/31/2022	100%
5	Purchase of computers High Shcool Incoming Freshmen	55,940.00	-	Technology	on hold	8/31/2021	0%
6	Laboratory stool (120) THS/TJHS 12k each	24,000.00	8,133.65	High School	indoff items in classroom	8/31/2022	50%
7	Purchase of Teacher(30) desks and chairs and student desks (50)	54,000.00	56,729.00	High Schoo	Demco	8/31/2022	100%
8	Library Shelving	30,000.00	29,999.99	Elementary	Demco	8/31/2022	100%
9	Library Shelving/Furniture	50,000.00	49,946.09	Junior High	Demco	8/31/2022	100%
10	2 new vehicles	46,000.00	42,380.00	Security	2 Caldwell Chevrolet trucks	8/31/2022	100%
11	New Vehicle	23,000.00	21,190.00	Facilities	Caldwell Chevrolet trucks	8/31/2022	100%
12	Roof Replacement Technology	114,200.00	114,200.00	Facilities	Roof Completed	8/31/2022	100%
13	Roof Replacement Board Room	10,340.00	10,340.00	Facilities	Roof Completed	8/31/2022	100%
<b>TOTAL</b>		<b>657,265.00</b>	<b>575,921.46</b>				



***Human Resources Department***

19200 Cobb Street  
Tornillo, TX 79853  
Phone 915.765.3050  
Fax 915.765.3099

# MEMORANDUM

To:  
From:  
Subject:  
Date:

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HISTORY:

RATIONALE:

BUDGET IMPACT:

ADMINISTRATIVE RECOMMENDATION:



**Office of the Superintendent**  
19200 Cobb Ave. /PO Box 170  
Tornillo, TX 79853  
Phone 915.765.3005  
Fax 915.765.3099

# MEMORANDUM

To: Members of the Board of Trustees  
From: Mr. Rodrigo Portillo, District Academic Coordinator  
Subject: Strong Foundations Grant  
Date: September 28, 2022

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## HISTORY:

The Texas Education Agency (TEA) is launching a new grant opportunity available to districts for school year 2022–23 to support districts in creating and implementing a math or literacy framework. This grant is one component of the broader Strong Foundations Grant Program (TEC Sec. 29.0881), established through House Bill 4545, that offers multiple years of district support and is intended to get more 3rd graders to read on grade level. Tornillo ISD has received priority access to future TEA planning and implementation supports that are part of the broader Strong Foundations program.

## RATIONALE:

For year 2022-2023, Tornillo ISD will participate in developing a Math Framework to support our efforts to develop a clear, research-based system of values and guidance, ensure alignment of curriculum and instruction systems, and build the why behind instructional changes for all district stakeholders. Tornillo ISD will use this framework to evaluate and improve alignment of instructional materials and professional development supports, while also drawing clear connections to the new changes in the STAAR Redesign.

### Benefits:

- 1) Funding for technical assistance to facilitate collective learning series for district and support stakeholder and project management.
- 2) Opportunity to participate in district leader community of practice to hear progress and approach of other districts, similar in profile.
- 3) Funds to support committee members through stipends (5 stipends at \$3,000 for 2 teachers, 2 instructional coaches, 1 district academic coordinator).
- 4) Access to exemplars of key deliverables that Tornillo can adapt for local context.
- 5) Receive priority for future TEA grant awards aligned to literacy and math supports

## BUDGET IMPACT:

Grant funds provided to Tornillo - \$70,000 for 2022-2023.

## ADMINISTRATIVE RECOMMENDATION:

We are recommending the approval of participating in the Strong Foundations Grant, planning year 2022-23 and the 5, \$3,000 stipends.

*Vision: Believe we can succeed, with pride we will achieve.*

*Mission: The mission of the District is to educate and inspire students in a safe and supportive environment which will result in closing the achievement gap by preparing all students for college readiness and success in a global society.*



# TORNILLO INDEPENDENT SCHOOL DISTRICT

INNOVATING – EMPOWERING – THRIVING

## MINUTES OF REGULAR BOARD MEETING

W.E. Neill Service Center, 19210 Cobb, Tornillo, Texas

Wednesday, August 17, 2022

### 1. (OTHER) First Order of Business

5:30PM –  
5:31PM

A. Establish a quorum and call the meeting to order

The meeting was called to order at 5:30 PM by Board President, Marlene Bullard, and it was established that a quorum was present.

MEMBERS PRESENT:

Marlene Bullard, President  
Ida Estrada, Vice President  
Ofelia Bosquez, Secretary  
Daniel Dozal  
Maria Saldana  
Enrique Vega

MEMBERS ABSENT:

Hector Lopez

SUPERINTENDENT

Rosa Isela Vega-Barrio, Superintendent

B. Pledge of Allegiance to the United States

Marlene Bullard, Board President, led the Board of Trustees in the Pledge of Allegiance to the United States of America.

### 2. (OTHER) Superintendent's Report

5:31PM –  
5:33PM

Mrs. Rosa Vega-Barrio, Superintendent, provided the Board of Trustees with the Superintendent's report.

### 3. (OTHER) District Recognitions

5:33PM –  
5:41PM

A. Introduction of New Tornillo ISD Staff

Abygail Lopez, LSG Student, presented Board of Trustees with New Tornillo ISD Staff.

No Action Necessary.

- Angel Olivas, Secondary Music Teacher
- Claudia Beaney, HS Counselor
- Maria Contreras, JH Science Teacher
- Fallon Ontiveros, HS English Teacher
- Alejandro Gutierrez, Technology Support Specialist
- Josue Reyes, HS Social Studies Teacher

B. Employee Recognitions – Summer Camps

5:41PM –  
5:45PM

Aylea Hernandez, LSG Student, presented Board of Trustees with Employee Recognitions for Summer Camps.

No Action Necessary.

- Alejandro Olvera, ESL Summer Program
- Anna Brew, Jorge Torres & Georgina Miramontes; SPED Camp
- Angel Olivas, Music Camp

**4. (OTHER) Open Forum**

5:45PM –  
5:47PM

Mr. Alejandro Olvera, THS Principal, participated in Open Forum. Mr. Olvera recognized THS graduate, Jaime Gandara, for his accomplishments at Western Tech.

**5. Lone Star Governance**

5:47PM –  
5:50PM

A. THS Summer Graduate

Mr. Alejandro Olvera, THS Principal, presented the Board of Trustees with THS Summer Graduate, Jesus Barcenas.

*No Action Necessary*

B. Accountability Report – B Rating

5:50PM –  
6:01PM

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the Accountability Report for the District.

*No Action Necessary.*

C. (Accountability 1) Review, Discussion, and Possible Action Regarding Board's Time Use Tracker

6:01PM –  
6:03PM

Ms. Marlene Bullard, Board President, facilitated the review of the Board's Time Use Tracker.

*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the Board's Time Use Tracker, as presented.*

*Motion Passed Unanimously.*

**6. (ADVOCACY) Community Engagement on Student Outcome Goals - None**

6:03PM –  
6:04PM

**7. (VISION Y) Information / Reports / Presentations**

A. School Safety

6:04PM –  
6:15PM

Rodrigo Estrada, Regional District Director, presented the Board of Trustees with School Safety Update.

*No Action Necessary.*

B. Financial Reports-Information Only

6:15PM –  
6:17PM

Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the Financial Reports for July 2022.

*No Action Necessary.*

C. School Health Advisory Council (SHAC) Annual Report 2021-2022

6:17PM –  
6:19PM

Ms. Linda Rivero, District Nurse, presented the Board of Trustees with the School Health Advisory Council (SHAC) Annual Report 2021-2022.

*No Action Necessary.*

**8. (VISION Y) Board Items**

A. Consider Approval of MOU with Region 18 for TIA Consultation Days

6:19PM –  
6:21PM

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the MOU with Region 18 for TIA Consultation Days.

*Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve the MOU with Region 18 for TIA Consultation Days, as presented.*

Motion Passed Unanimously.

6:21PM –  
6:25PM

- B. Discussion and Possible Action to Approve Order Calling for General Trustee Election on November 8, 2022, and Other Matters Incident Thereto  
Ms. Priscilla Mata, Legal Counsel, presented the Board of Trustees with the Order Calling for General Trustee Election on November 8, 2022, and Other Matters Incident Thereto. *Marlene Bullard made the motion and Ida Estrada seconded the motion to approve the Order Calling for General Trustee Election on November 8, 2022, and Other Matters Incident Thereto, as presented.*  
Motion Passed Unanimously.

6:25PM –  
6:28PM

- C. Discussion and Possible Action to Approve the Joint Election Services Contract with the County of El Paso for the General Election on November 8, 2022  
Ms. Priscilla Mata, Legal Counsel, presented the Board of Trustees with the Joint Election Services Contract with the County of El Paso for the General Election on November 8, 2022. *Daniel Dozal made the motion and Ida Estrada seconded the motion to approve the Joint Election Services Contract with the County of El Paso for the General Election on November 8, 2022, as presented.*  
Motion Passed Unanimously.

6:28PM –  
6:29PM

- D. Consider Approval to Submit Waiver for 7<sup>th</sup> Grade Reading Instrument  
Mrs. Rosa Vega-Barrio, Superintendent, informed the Board of Trustees there was no need to act on this item.  
No Action Taken.

**9. (STRUCTURE) Consent Agenda**

6:29PM –  
6:30PM

- A. Purchases > \$25,000 threshold – Authorization  
1. Consider Approval of the Property, Casualty and Auto Liability Insurance for the 2022-2023 Fiscal Year  
2. Consider Approval of Annual Renewal – Frontline ERP  
3. Consider Approval of the Spectrum Copier Lease for the 2022-2023 Fiscal Year  
B. Consider Approval of Minutes from Previous Meetings:  
1. Regular Board Meeting Minutes – July 27, 2022  
C. Consider Approval of TASB Policy Manual Update 118 (1st Reading) affecting the following (LOCAL) Policies:  
1. CFD(LOCAL): ACCOUNTING - ACTIVITY FUNDS MANAGEMENT  
2. CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY  
3. DFE(LOCAL): TERMINATION OF EMPLOYMENT - RESIGNATION  
4. DP(LOCAL): PERSONNEL POSITIONS  
5. EHAA(LOCAL): BASIC INSTRUCTIONAL PROGRAM - REQUIRED INSTRUCTION (ALL LEVELS)  
6. EHBC(LOCAL): SPECIAL PROGRAMS - COMPENSATORY/ACCELERATED SERVICES  
7. EIE(LOCAL): ACADEMIC ACHIEVEMENT - RETENTION AND PROMOTION  
8. FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS  
9. FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE

- 10.FEC(LOCAL): ATTENDANCE - ATTENDANCE FOR CREDIT
- 11.FFC(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT
- 12.FL(LOCAL): STUDENT RECORDS

- D. Consider Approval of TASB Policy Manual Update 119 (2<sup>nd</sup> Reading) affecting the following (LOCAL) Policies:
  - 1. CPC(LOCAL): OFFICE MANAGEMENT - RECORDS MANAGEMENT
  - 2. DMA(LOCAL): PROFESSIONAL DEVELOPMENT - REQUIRED STAFF DEVELOPMENT
  - 3. EHAA(LOCAL): BASIC INSTRUCTIONAL PROGRAM - REQUIRED INSTRUCTION (ALL LEVELS)
  - 4. EHB(LOCAL): CURRICULUM DESIGN - SPECIAL PROGRAMS
  - 5. EHBA(LOCAL): SPECIAL EDUCATION - IDENTIFICATION, EVALUATION, AND ELIGIBILITY
  - 6. EHB(LOCAL): SPECIAL PROGRAMS - GIFTED AND TALENTED STUDENTS
  - 7. EIF(LOCAL): ACADEMIC ACHIEVEMENT – GRADUATION
  - 8. FFBA(LOCAL): CRISIS INTERVENTION - TRAUMA-INFORMED CARE
  - 9. FFH(LOCAL): STUDENT WELFARE - FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
- E. Consider Approval of Contracts for Providers of Special Education Related Services and Attorney Retainment
- F. Consider Approval of Unemployment Insurance Renewal 2022-2023
- G. Consider Approval of Claims Administrative Services Workers’ Compensation Plan Year 2022-2023 Renewal Addendum
- H. Consider Approval of the 2022-2023 Meals for Children in Head Start Program
- I. Consider Approval of the 2022-2023 Meals for Adults in Head Start Program
- J. Consider Approval of Donations
- K. Consider Approval of Budget Amendments

*Ofelia Bosquez made the motion and Daniel Dozal seconded the motion to approve ALL items on the consent agenda, as presented.*

*Motion Passed Unanimously.*

**10. (OTHER) Executive Session. The Board will enter into a closed meeting to discuss personnel matters, to consult with attorney, under Sections 551.071 and 551.074, Texas Government Code. The Board will reconvene into open session to take any necessary action.**

6:30PM –  
6:39PM

*The Board of Trustees entered Executive Session at 6:30 PM for deliberation.*

- A. Discussion with Legal Counsel Regarding Proposed Resolution Related to Intervention in Public Utility Commission of Texas (PUC) Proceeding PUC Docket No. 52195, SOAH Docket No. 473-21-2606, Application of El Paso Electric Company to Change Rates

*The Board of Trustees reconvened from Executive Session at 6:39 PM.*

**No Action was taken during Executive Session.**

**11. (STRUCTURE) Continuation of Board Items in Open Session**

6:39PM –  
6:40PM

A. Discuss and Take Appropriate Action Related to Intervention in Public Utility Commission of Texas (PUC) Proceeding PUC Docket No. 52195, SOAH Docket No. 473-21-2606, Applications of El Paso Electric Company to Change Rates  
*Marlene Bullard made the motion and Daniel Dozal seconded the motion to authorize legal counsel to execute the Joint Motion to Implement Uncontested Stipulation and Agreement and the Stipulation Agreement on behalf of the Tornillo Independent School District according to the terms discussed in closed session in the Application of El Paso Electric Company to Change Rates, PUC Docket No. 52195, SOAH Docket No. 473-21-2606; and further authorize legal counsel to take all steps necessary to effectuate the conclusion of the same.*  
Motion Passed Unanimously.

6:41PM

**12. Next Meeting Tentative Date:** August 31, 2022

*There being no further business, Ofelia Bosquez made the motion and Enrique Vega seconded the motion to adjourn meeting. Motion passed unanimously. Meeting adjourned at 6:41PM.*

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Marlene Bullard Date  
President, Board of Trustees

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Ofelia Bosquez Date  
Secretary, Board of Trustees



# TORNILLO INDEPENDENT SCHOOL DISTRICT

INNOVATING – EMPOWERING – THRIVING

## MINUTES OF SPECIAL BOARD MEETING

W.E. Neill Service Center, 19210 Cobb, Tornillo, Texas

Tuesday, August 30, 2022

### 1. (OTHER) First Order of Business

A. Establish a quorum and call the meeting to order

5:30PM – The meeting was called to order at 5:30 PM by Board President, Marlene Bullard, and it  
5:31PM was established that a quorum was present.

MEMBERS PRESENT:

Marlene Bullard, President  
Ida Estrada, Vice President  
Ofelia Bosquez, Secretary  
Hector Lopez  
Maria Saldana  
Enrique Vega

MEMBERS ABSENT:

Daniel Dozal

SUPERINTENDENT

Rosa Isela Vega-Barrio, Superintendent

B. Pledge of Allegiance to the United States

Marlene Bullard, Board President, led the Board of Trustees in the Pledge of Allegiance to the United States of America.

### 2. (OTHER) Open Forum – None

5:31PM –  
5:32PM

### 3. (STRUCTURE) Board Items

A. Consider Approval of District of Innovation Update to Local Guideline Teacher Certification Exemption TEC 21.003

5:32PM – Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the  
5:35PM District of Innovation Update to Local Guideline Teacher Certification Exemption TEC 21.003.

*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the District of Innovation Update to Local Guideline Teacher Certification Exemption TEC 21.003, as presented.*

Motion Passed Unanimously.

B. Public Hearing on Budget and Tax Rate for 2022-2023 Fiscal Year

5:35PM – Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the Public  
5:49PM Hearing on Budget and Tax Rate for the 2022-2023 Fiscal Year.

*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the Public Hearing on Budget and Tax Rate for 2022-2023 Fiscal Year, as presented.*

Motion Passed Unanimously.

C. Consider Approval of Budget for 2022-2023 Fiscal Year

5:49PM – Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the  
5:51PM

Budget for 2022-2023 Fiscal Year.

*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the Budget for 2022-2023 Fiscal Year, as presented.*

*Motion Passed Unanimously.*

5:51PM –  
5:53PM

D. Consider Approval of Ordinance Adopting Tax Rate for 2022-2023 Fiscal Year

Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the Ordinance Adopting Tax Rate for 2022-2023 Fiscal Year.

*Marlene Bullard made the motion and Ofelia Bosquez seconded the motion to approve the Ordinance Adopting Tax Rate for 2022-2023 Fiscal Year, as presented.*

*Motion Passed Unanimously.*

5:53PM –  
5:57PM

E. Discussion and Possible Action Regarding PE/Health Curriculum for Secondary

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the PE/Health Curriculum for Secondary.

*Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve the PE/Health Curriculum for Secondary, as presented.*

*Motion Passed with a 5:1:0 Vote; Marlene Bullard Opposed.*

5:57PM –  
5:58PM

**4. (STRUCTURE) Consent Agenda**

A. Consider Approval of 2022-2023 District Improvement Plan

*Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve ALL consent agenda items, as presented.*

*Motion Passed Unanimously.*

5:58PM

**5. Next Meeting Tentative Date: September 28, 2022**

*There being no further business, Ofelia Bosquez made the motion and Ida Estrada seconded the motion to adjourn meeting. Motion passed unanimously. Meeting adjourned at 5:58 PM.*

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Marlene Bullard  
President, Board of Trustees

Date

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Ofelia Bosquez  
Secretary, Board of Trustees

Date



## (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 (annotated in PDF; omitted in Word)

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.

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**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.

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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.

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

**Fiduciary  
Responsibility**

The Superintendent, principal, and sponsor, as applicable, shall be responsible for the proper administration of District and campus activity funds and student activity funds in accordance with state law and local policy, District-~~approved~~ accounting practices and procedures, and the [Texas Education Agency \(TEA\) Financial Accountability System Resource Guide](#).

**Student Activity  
Funds**

The Superintendent ~~or designee~~ shall ensure that student activity accounts are maintained to manage all class funds, ~~organization funds~~, and ~~any~~ other funds raised and collected by [student clubs or organizations from students](#) for a school-related purpose. The principal or designee shall issue receipts for all funds prior to their deposit into the appropriate District account at the District depository.

Student activity funds shall be included in the annual audit of the District's fiscal accounts. [See CFC]

Use and  
Expenditure

Funds collected by student groups shall be used only for purposes authorized by the [student club or organization](#). ~~or upon approval of the sponsor~~. The principal ~~and sponsor or designee~~ shall [manage and](#) approve all disbursements. All funds raised by student organizations must be expended for the benefit of the students.

**District and Campus  
Activity Funds**

The Superintendent shall [ensure District accounting practices and procedures address](#) ~~establish regulations governing~~ the expenditure of District and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local sources of revenue over which the District has direct control. Funds generated from such sources shall be expended for the benefit of the District or its students and shall be related to the District's educational purpose.

Approval

Approval from the immediate supervisor or designee shall be obtained prior to a disbursement being made to any employee, including the principal.

**Carryover Funds**

All funds shall be left in the appropriate account and each sponsoring group shall retain the carryover funds for the next fiscal year. If [a club or an](#) organization ceases to function or exist, the unexpended funds ~~of the organization~~ shall be credited to the appropriate administrative activity account.

**Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters ~~and as required by law report to TEA breaches of system security.~~

**Training** The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be ~~used in the District; annually completed by each employee and Board member; and~~
2. Verify and report compliance with ~~staff~~ training requirements in accordance with guidance from the Department of Information Resources; ~~and~~
- ~~2.3.~~ Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

**Security Breach Notifications** Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Email, if the District has email addresses for the affected persons.
3. Conspicuous posting on the District's websites.
4. Publication through broadcast media.

The ~~District~~ ~~District's cybersecurity coordinator~~ shall disclose a breach involving sensitive, protected, or confidential student information ~~as required by TEA and parents in accordance with~~ law.

TERMINATION OF EMPLOYMENT  
RESIGNATION

DFE  
(LOCAL)

**General Requirements**

All resignations shall be submitted in writing to the Superintendent or ~~other person designated by Board action in accordance with this policy~~ ~~designee~~. The employee shall give reasonable notice and shall include in the letter a statement of the reasons for resigning. A prepaid certified or registered letter of resignation shall be considered submitted upon mailing.

**At-Will Employees**

The Superintendent ~~or designee~~ shall be authorized to accept the resignation of an at-will employee at any time. ~~The Superintendent may delegate to other administrators the authority to accept a resignation of an at-will employee.~~

**Contract Employees**

The Superintendent or ~~other person designated by Board action~~ ~~designee~~ shall be authorized to receive a contract employee's resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date. ~~If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action.~~ The resignation requires no further action by the District and is accepted upon receipt ~~by the Superintendent or other person designated by Board action.~~

The Superintendent or other person designated by Board action shall be authorized to accept a contract employee's resignation submitted or effective at any other time. ~~If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action.~~ ~~The Superintendent or other person designated by Board action~~ ~~The Superintendent or other Board designee~~ shall either accept the resignation or submit the matter to the Board in order to pursue sanctions allowed by law.

Withdrawal of Resignation

Once submitted and accepted, the resignation of a contract employee may not be withdrawn without consent of the Board.

**Principal  
Qualifications**

In addition to the minimal certification requirement, ~~athe~~ principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage ~~budgets~~budget and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
- ~~6. Three years' experience as a classroom teacher;~~
- ~~7.6.~~ Prior experience in instructional leadership roles; and
1. Other qualifications deemed necessary by the Board and included in the job description.

**School Counselors**

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

- ~~8.7.~~ If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision. ▸

**Human Sexuality  
Instruction**

The following process shall apply regarding the adoption of curriculum materials for the district's human sexuality instruction:

1. The Board shall adopt a resolution convening the District's school health advisory council (SHAC) to recommend curriculum materials for the instruction.
2. The SHAC shall hold at least two public meetings on the curriculum materials before adopting recommendations to present to the Board.
3. The SHAC recommendations must comply with the instructional content requirements in law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
4. The SHAC shall present its recommendations to the Board at a public meeting.
5. After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a public meeting.

~~Each student~~ ~~Students at all grade levels~~ who ~~has~~~~have~~ been identified as being at risk of dropping out of school, who ~~is~~~~are~~ not performing at grade level, or who did not perform satisfactorily on a state-mandated assessment, shall be provided accelerated and/or compensatory educational services.

**Accelerated Instruction**

The District shall provide accelerated instruction in accordance with law if a student fails to perform satisfactorily ~~based~~ on a state-mandated ~~needs~~ assessment. ~~The principal shall ensure that each identified student is receiving services.~~

**Accelerated Learning Committee**

When a student fails to perform satisfactorily on a math or reading state-mandated assessment in grades 3, 5, or 8, an accelerated learning committee shall develop a written educational plan in accordance with law. If a parent requests that the student be assigned to a particular teacher the following school year, the request shall be addressed in accordance with the District's administrative procedures.

A parent complaint about the content or implementation of the educational plan shall be filed in accordance with FNG. ~~The services provided each student shall be consistent with the goals and strategies established in the District and campus improvement plans and shall be reviewed for effectiveness at the close of each grading period. Parents shall be encouraged to participate in the planning of educational services for their child and shall be kept informed regarding the child's progress toward educational goals.~~

~~Parents of students who are not successful in meeting requirements for promotion shall be informed of any available options, such as an extended year program or summer school.~~

~~{See EIE}~~

<b>Curriculum Mastery</b>	Promotion and course credit shall be based on mastery of the curriculum. Expectations and standards for promotion shall be established for each grade level, content area, and course and shall be coordinated with compensatory, intensive, and/or accelerated services. [See EHBC]- The District shall comply with applicable state and federal requirements when determining methods for students with disabilities [see FB] or students who are English language learners [see EHBE and EKBA] to demonstrate mastery of the curriculum.
Students Receiving Special Education Services	Any modified promotion standards for a student receiving special education services shall be determined by the student's admission, review, and dismissal (ARD) committee and documented in the student's individualized education program (IEP). [See EHBA series and EKB]
<b>Standards for Mastery</b>	In addition to the factors in law that must be considered for promotion, mastery shall be determined as follows: <ol style="list-style-type: none"><li>1. Course assignments and unit evaluation shall be used to determine student grades in a subject. An average of 70 or higher shall be considered a passing grade.</li><li>2. Mastery of the skills necessary for success at the next level shall be validated by assessments that may either be incorporated into unit or final exams or may be administered separately. Mastery of at least 70 percent of the objectives shall be required.</li></ol>
Grades 1–8	In grades 1–8, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: language arts, mathematics, science, and social studies.
Grades 9–12	Grade-level advancement for students in grades 9–12 shall be earned by course credits. [See EI]
<b>Accelerated Instruction</b>	<del>If a student fails to demonstrate proficiency on a state-mandated assessment, the student shall be provided accelerated instruction in accordance with state law. Additionally, students in grades 5 and 8 shall be subject to all provisions of GRADE ADVANCEMENT TESTING, below.</del>
<b>Grade Advancement Testing</b>	<del>Except when a student will be assessed in reading or mathematics above his or her enrolled grade level, students in grades 5 and 8 must meet the passing standard on the applicable state-mandated assessments in reading and mathematics to be promoted to the next grade level, in addition to the District's local standards for mastery and promotion.</del>

<p><del>Definition of 'Parent'</del></p>	<p><del>For purposes of this policy and decisions related to grade advancement requirements, a student's "parent" shall be defined to include either of the student's parents or guardians; a person designated by the parent, by means of a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code, to have responsibility for the student in all school-related matters [see FD]; a surrogate parent acting on behalf of a student with a disability; a person designated by the parent or guardian to serve on the grade placement committee (GPC) for all purposes; or in the event that a parent, guardian, or designee cannot be located, a person designated by the Superintendent or designee to act on behalf of the student. [See EIE(LEGAL)]</del></p>
<p><del>Alternate Assessment Instrument</del></p>	<p><del>The Superintendent or designee shall select from the state-approved list, if available, for each applicable subject an alternate assessment instrument that may be used for the third testing opportunity. Each student's GPC shall decide whether he or she shall be given the statewide assessment instrument or the applicable alternate instrument for the third testing opportunity. The committee's decision shall be based on a review of the student's performance in the previous testing opportunities, local assessments, and any other circumstances it deems appropriate.</del></p>
<p><del>Standards for Promotion Upon Appeal</del></p>	<p><del>If a parent initiates an appeal of his or her child's retention following the student's failure to demonstrate proficiency after the third testing opportunity, the GPC shall review all facts and circumstances in accordance with law.</del></p> <p><del>The student shall not be promoted unless:</del></p> <ol style="list-style-type: none"><li><del>1.—All members of the GPC agree that the student is likely to perform on grade level if given additional accelerated instruction during the following school year in accordance with the educational plan developed by the GPC; and</del></li><li><del>2.—The student has completed required accelerated instruction in the subject area for which the student failed to demonstrate proficiency.</del></li></ol> <p><del>Whether the GPC decides to promote or to retain a student in this manner, the committee shall determine an accelerated instruction plan for the student for the following school year, providing for interim reports to the student's parent and opportunities for the parent to consult with the teacher or principal as needed. The principal or designee shall monitor the student's progress during the following school year to ensure that he or she is progressing in accordance with the plan.</del></p>

~~Transfer Students~~

~~When a student transfers into the District having failed to demonstrate proficiency on applicable assessment instruments after two testing opportunities, a GPC shall convene for that student. The GPC shall review any available records of decisions regarding testing and accelerated instruction from the previous district and determine an accelerated instruction plan for the student.~~

~~If a parent initiates an appeal for promotion when a student transfers into the District having failed to demonstrate proficiency after three testing opportunities, the GPC shall review any available records of decisions regarding testing, accelerated instruction, retention, or promotion from the previous district and issue a decision in accordance with the District's standards for promotion.~~

**Assignment of Retained Students**

~~A student not promoted to the next grade level shall remain at the same campus or shall be assigned to a similar campus setting.~~

**Reducing Student Retention**

~~The District shall establish procedures designed to reduce retaining students at a grade level, with the ultimate goal being elimination of the practice of retaining students. [See EHBC]~~

**Safe Schools Data**

The Superintendent shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD]; and
2. Any student who becomes a victim of one of the following violent criminal offenses, as defined by the Penal Code, while on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
  - a. Attempted murder;
  - b. Indecency with a child;
  - c. Aggravated kidnapping;
  - d. Aggravated assault on someone other than a District employee or volunteer;
  - e. Sexual assault or aggravated sexual assault against someone other than a District employee or volunteer;
  - f. Aggravated robbery; or
  - g. Continuous sexual abuse of a young child or [disabled individual children](#).

**School Safety Transfers**

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

**From a Persistently Dangerous School**

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent an application for transfer. The Superintendent shall complete the transfer prior to the beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a  
Violent Criminal  
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent an application for transfer. The Superintendent shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer  
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see also FDA and FDB.]

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

**Excused Absences**

In addition to excused absences required by law, the District shall excuse absences for the following purposes. [A student shall be required to submit verification of these absences in accordance with administrative regulations.](#)

Higher Education Visits

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education. ~~A student shall be required to submit verification of such visits in accordance with administrative regulations.~~

Armed Services Enlistment

The District shall excuse a student 17 years of age or older for up to four days during his or her enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard. ~~A student shall be required to submit verification of such activities in accordance with administrative regulations.~~

Early Voting or Election Clerk

The District shall excuse a student for up to two days per school year to serve as an early voting or election clerk. ~~A student shall be required to submit verification of service in accordance with administrative regulations.~~

Learner or Driver's License

The District shall excuse a student 15 years of age or older for one day during his or her enrollment in high school for each of the following:

- Visiting a driver's license office to obtain a learner license; or
- Visiting a driver's license office to obtain a driver's license.

[For extracurricular activity absences, see FM.]

**Withdrawal for Nonattendance**

The District may initiate withdrawal of a student under the age of 19 for nonattendance under the following conditions:

1. The student has been absent ten consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

[For District-initiated withdrawal of students 19 or older, see FEA(LEGAL).]

**Students Attending Homeschools**

Students who are homeschooled are exempt from the compulsory attendance law to the same extent as students enrolled in other private schools.

ATTENDANCE  
COMPULSORY ATTENDANCE

FEA  
(LOCAL)

Adequate documentation of homeschooling for withdrawal shall consist of either a statement of withdrawal in accordance with FD(LOCAL) indicating the date homeschooling began, or a signed and dated letter from a parent or guardian indicating that his or her child is being homeschooled and the date the homeschooling began.

The District may request from a parent or guardian a letter of assurance that a child is being educated using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

Enforcing  
Compulsory  
Attendance

If a parent or guardian refuses to submit a requested statement or letter, or if the District has evidence that a school-aged child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

**Consideration of All Absences Considered**

Except as otherwise provided by law, all absences incurred while enrolled in the District ~~All absences~~ shall be considered in determining whether a student has attended the required percentage of days under this policy.

**Attendance Committees**

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent ~~or designee~~ shall make the specific appointments in accordance with legal requirements.

**Parental Notice of Excessive Absences**

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

**Methods for Regaining Credit or Awarding a Final Grade**

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

~~A student~~ ~~Students~~ who ~~has~~ ~~have~~ lost credit or ~~has~~ ~~have~~ not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

### Personal Illness

~~The~~ When a student's absence for personal illness exceeds three consecutive days, the principal or attendance committee may require verification that the student present a statement from a physician or health-care provider in accordance with administrative regulations clinic verifying the illness or condition that caused the student's extended absence from school as a condition of classifying ~~an~~ the absence for personal illness as one for which there are extenuating circumstances.

### Best Interest Standard

In reaching consensus regarding ~~if~~ a student's ~~student has established a questionable pattern of~~ absences and how, the student can be awarded credit ~~principal~~ or a final grade, the attendance committee shall attempt to ensure ~~may require~~ that its decision is in the best interest of the ~~a~~ student. The Superintendent shall develop administrative regulations to document the attendance committee's decision ~~present a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.~~

### Guidelines on Extenuating Circumstances

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject. ~~adhere to the following guidelines to determine attendance for award of credit or a final grade:~~

### ~~When~~ Days of Attendance

1. ~~If~~ makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences ~~as that are allowed under compulsory attendance requirements shall be considered~~ days of attendance for award of credit or a final grade. [See FEA] ~~(LEGAL) at EXCUSED ABSENCES FOR COMPULSORY ATTENDANCE DETERMINATIONS.]~~

### Transfers / Migrant Students

2. ~~A transfer or migrant student incurs absences only after his or her enrollment in the District.~~

### Documentation

3. ~~The attendance committee shall consider the acceptability and authenticity of documented reasons for the student's absences.~~

### Consideration of Control

4. ~~The~~ committee shall consider whether the reasons for the absences were ~~for reasons~~ out of the student's or parent's or student's control and.

### Student's Academic Record

5.2. ~~The committee shall consider~~ whether documentation for ~~or not the absence is acceptable~~ student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

~~Information from  
Student or Parent~~

~~6.3.~~ The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

~~Best Interest  
Standard~~

~~In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.~~

**Imposing Conditions  
for Awarding Credit  
or a Final Grade**

The attendance committee shall consider the student's unique circumstances and, if necessary, shall ~~may~~ impose ~~any of the following~~ conditions for ~~awarding students with excessive absences to regain~~ credit or ~~be awarded~~ a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
1. Completing additional assignments, as specified by the committee or teacher.
2. Attending tutorial sessions as scheduled, ~~which may include Saturday classes or before and after school programs.~~
2. Completing other instructional programs, as specified by the committee.
- ~~3. Maintaining the attendance standards for the rest of the semester.~~
- ~~4.3.~~ Taking an examination to earn credit. [See EHDB]
- ~~5. Attending a flexible school day program.~~
- ~~6. Attending summer school.~~

In all cases, the student must ~~also~~ earn a passing grade in order to receive credit.

**Appeal Process**

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

**Program to Address  
Child Sexual Abuse,  
Trafficking, and  
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child  
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has **reasonable** cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]

### Restrictions on Reporting

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

### Making a Report

Reports may be made to any of the following:

1. A state or local law enforcement agency;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the [Texas Abuse Hotline Website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. **As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers.** [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus princi-

pal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

**Confidentiality**

In accordance with state law, the identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the rules of the investigating agency.

**Immunity**

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

**Failing to Report Suspected Child Abuse or Neglect**

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities Regarding Investigations**

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

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<sup>1</sup> Texas Abuse Hotline Website: <http://www.txabusehotline.org>

**Comprehensive System**

The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

**Cumulative Record**

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

**Custodian of Records**

The ~~principal~~ ~~principal~~ is custodian of all records for currently enrolled students. ~~The Superintendent~~ ~~The Superintendent~~ is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

**Types of Education Records**

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by ~~an accelerated learning~~ ~~a-grade placement~~ committee convened for the student.
5. Health services record, including:
  - a. The results of any tuberculin tests required by the District.
  - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

- c. Immunization records. [See FFAB]
6. Attendance records.
7. Student questionnaires.
8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
9. Verified reports of serious or recurrent behavior patterns.
10. Copies of correspondence with parents and others concerned with the student.
11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Records pertaining to student and parent complaints.
16. Other records that may contribute to an understanding of the student.

### **Access by Parents**

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or

reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

### **Access by School Officials**

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. A person appointed to serve on a team to support the District's safe and supportive school program.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or

5. Investigating or evaluating programs.

**Transcripts and  
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the timeline provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records  
Responsibility for  
Students in Special  
Education**

The [special education director](#)~~special education director~~ shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at [the special education administration office](#)~~the special education administration office~~.

**Procedure to Amend  
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory  
Information**

The District has designated the following categories of information as directory information: [student name](#); [address](#); [telephone listing](#); [electronic mail address](#); [photograph](#); [date and place of birth](#); [major](#)

field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams ~~student name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams.~~



# MEMORANDUM

To: Members of the Board of Trustees  
From: Luis Guerra, Finance Director  
Subject: Purchasing Cooperatives 2022-2023  
Date: September 28, 2022

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## HISTORY:

School districts are authorized to use purchasing cooperatives by the Texas Education Code, and as a local government entity by the Texas Local Government Code.

The Texas Education Code, Section 44.031, authorizes districts to enter into interlocal agreements with other government entities, including purchasing cooperatives that are managed by a government entity, for aggregate purchases of \$50,000 or more, instead of using competitive bidding. An interlocal agreement is a contract between a local government such as a school district and another local government, a state agency, or another state, that can be used to procure goods or services.

The Texas Local Government Code, Section 271.102, authorizes a local government, including a school district, to participate in a cooperative purchasing program with a local government or cooperative organization of Texas or another state. By doing so, a local government entity automatically satisfies any requirement to seek competitive bidding.

The Texas Business Organizations Code, Chapter 251, mandates that to use the term cooperative or any abbreviation thereof (e.g., coop, co-op) in its name, or advertise or present itself as conducting business on a cooperative basis, an organization must remit any proceeds back to member parties. As members, districts receive a portion of the organization's net savings commensurate with the amount purchased for that year.

School districts may join cooperative purchasing organizations, typically free of charge, although some charge a membership fee. Cooperatives also assess fees to vendors, based on a percentage of each sale. Some Regional Education Service Centers operate purchasing cooperatives, which are available to districts inside and outside the center's region. The Comptroller of Public Accounts also manages the State of Texas CO-OP Purchasing Program, which school districts can join.

## RATIONALE

Tornillo Independent School District uses many cooperative purchasing alliances to procure goods and services. Utilizing these cooperatives allows the District to benefit from combined purchasing power while still following state and federal law and District policy.



# TORNILLO INDEPENDENT SCHOOL DISTRICT

*Finance Services*

TISD commonly uses the following purchasing cooperatives:

**DIR** - Department of Information Resources

**EPISD** – El Paso Independent School District

**GPA1**- Government Procurement Alliance

**Region 4** – TCPN -NIPA-OMNIA

**Region 8** – TIPS - TIPN

**Region 17** - West Texas Cooperative

**Region 19** - Allied Cooperative Purchasing

**SISD** - Socorro Independent School District

**TASB** – Texas Association of School Boards Systems – Buy Board

**Texas Comptroller of Public Accounts** – TEX Smart Buy

**TREA RMC** – Texas Rural Education Association Risk Management Cooperative

**YISD** - Ysleta Independent School District

**Region 4** – Operation Connectivity

**Property Casualty Alliance of Texas**

Sole Source:

**CIS** - Communities in Schools

## **BUDGET IMPACT**

Purchasing cooperatives are funded through fees paid by vendors, and sometimes by members.

## **ADMINISTRATIVE RECOMMENDATION**

Administration is requesting approval to continue using these purchasing cooperatives.

**IN THE STATE OF TEXAS  
COUNTY OF EL PASO**

**INTERLOCAL AGREEMENT  
FOR THE ESTABLISHMENT AND OPERATION OF  
EL PASO COUNTY JUVENILE ALTERNATIVE EDUCATION PROGRAMS  
PURSUANT TO CHAPTER 37 OF THE TEXAS EDUCATION CODE  
MEMORANDUM OF UNDERSTANDING**

This Interlocal Agreement is made by and between the El Paso County Juvenile Board, hereinafter referred to as the "Board", and the Ysleta Independent School District, hereinafter referred to as "YISD", Ysleta Board of Trustees, hereinafter referred to as "YISD Board"; El Paso Independent School District, Anthony Independent School District, Canutillo Independent School District, Socorro Independent School District, Fabens Independent School District, San Elizario Independent School District, Tornillo Independent School District and Clint Independent School District hereinafter collectively referred to as "Districts" and individually as "Participating District" and are joined for purposes of establishing the respective responsibilities of the Board and the Districts. Nothing herein shall create a direct contractual relationship between the Districts and YISD in its capacity as provider agent or provider of Juvenile Justice Alternative Education Program (JJAEP) services.

The purpose of this Agreement is for the establishment by the Board of a JJAEP approved by the Texas Juvenile Justice Department and operated by the YISD, for the districts' students as permitted by § 37.011(e) of the Tex. Educ. Code. This Agreement will serve to combine into one system the operational, programmatic, and educational standards for the JJAEP required by the Tex. Educ. Code, § 37.011(e) and Title 37 of the Tex. Admin. Code, Chapter 348. (37 TAC § 348). The JJAEP shall serve, and the El Paso County Juvenile Probation Department shall be responsible for funding only placements of students enrolled at the Participating Districts who have been expelled from school for conduct for which expulsion is mandatory under Tex. Educ. Code § 37.007(a), (d) and (e). The academic mission of the program is to enable students to perform at grade level. The program shall be located at YISD-Cesar Chavez Academy, 7814 Alameda Ave, El Paso, Texas, 79915.

**DUTIES OF THE JUVENILE BOARD AND JJAEP ADMINISTRATOR**

For provision of JJAEP services as consideration for YISD's operation of the educational component of the JJAEP and acting provider for the JJAEP, the Juvenile Board, by and through the County of El Paso, agrees to pay YISD, the amount approved per day by the Texas Juvenile Justice Department for each YISD or other Participating District student's enrollment in the JJAEP, utilizing state-appropriated funds from the Texas Juvenile Justice Department funds for the applicable school year, and pass-through funding provided by the Participating Districts. Texas Juvenile Justice Department funds include settle up funds due to unexpended year end balances. It is understood by the YISD that the daily rate of compensation for educational services is determined by the State of Texas and is subject to change throughout the year. Said fee will be paid to the attention of YISD's Chief Financial Officer on a quarterly basis, with the first payment due December 15 of the applicable school year, with all fees paid no later than 60 days following the conclusion of the respective school year.

The Board and the JJAEP Administrator will monitor compliance and performance and will conduct an annual JJAEP Performance Review between the conclusion of the school year and prior to the next school year to determine JJAEP effectiveness. The JJAEP Administrator will also conduct an annual JJAEP Management review of the overall JJAEP operations before the beginning of the next year. The JJAEP Administrator will provide copies of both reports to the YISD School Board President, Trustees and the Superintendent within 30 days of Juvenile Board review.

## **DUTIES OF YISD AND THE DISTRICTS**

Specifically, YISD shall provide facilities, personnel and services necessary to operate on the Board's behalf, a JJAEP approved by the Texas Juvenile Justice Department as outlined under Chapter 348 as permitted by § 37.011(e) of the Tex. Educ. Code ("JJAEP Services"). The educational components of the JJAEP shall be subject to the policies adopted by the YISD Board of Trustees. YISD shall follow the programmatic and process components of the JJAEP as outlined in the El Paso County JJAEP Policies, Procedures and Texas Administrative Code Standards under Chapter 348. Based on the current capacity under building code regulations, YISD is required to have no more than 32 students placed at JJAEP at one time; therefore, YISD shall have no obligation to enroll in JJAEP more than 32 students ("capacity").

YISD agrees to continue the provision of personnel and services necessary to operate the JJAEP and implement a Continuity of Operations Plan (C.O.O.P) for online instruction that can provide educational services in accordance with the Texas Education Code, Texas Education Agency, Texas Administrative Code (Chapter 348), the Texas Juvenile Justice Department, Department of Public Health and the Local Health Authority. Such C.O.O.P. must address any changes to the JJAEP educational components in the event of a pandemic or natural disaster. YISD agrees to provide a copy of YISD JJAEP Plan of Action that outlines instructional time (synchronous/asynchronous, traditional, hybrid, online), student and staff safety plan, transportation, meal and searches plans, attendance recording keeping plan, and other matters related to operations before the beginning of SY 2022-2023 and as the plan is revised throughout the school year in relation to JJAEP matters.

With respect to each Participating District, to include YISD, each Participating District agrees to fulfill requirements pursuant to this Agreement and as outlined in the El Paso County JJAEP Policies, Procedures and Texas Administrative Code Standards in order to facilitate a successful transition to and from the JJAEP.

## **TERMS OF PLACEMENT DUE TO EXPULSION**

In order to be expelled for placement in the JJAEP, Participating District must: expel students pursuant to a mandatory expulsion offense listed in § 37.007(a), (d), or (e) of the Texas Education Code. A list of the applicable **MANDATORY EXPULSIONS OFFENSE CODES** is included in (**EXHIBIT "A"**) attached hereto. To be accepted for placement in the JJAEP, a student must be expelled for a minimum of 75 school days. The maximum term may not exceed 180 program days, except for an expulsion involving a firearm, for which the maximum term is one calendar year. The maximum term may not exceed one calendar year unless the student has been expelled for longer than one calendar year, in accordance with law and Participating District policy.

In order to be accepted for placement in JJAEP, a student must be aged ten (10) and over and in grade 6 or higher and be expelled. The Participating District will fully consider all mitigating factors, exhaust all appeals and alternative DAEP placement before determination is made to place the student in JJAEP. The Participating District is aware and agrees that such student shall be placed and will receive educational services with middle school students at Cesar Chavez Academy Middle School, placement in JJAEP will not exceed twenty (20) school days, and enrollment of the elementary school student will not require YISD to add or reassign staff to meet teacher to student ratios on secondary levels. All Participating Districts acknowledge and accept that, YISD may, but is not required to separate middle school students from high school students at JJAEP.

The Participating District must provide a copy of the expulsion notice and all information to the El Paso County Juvenile Probation Department pursuant to § 37.007 of the Texas Education Code and Sec. 52.041 of the Tex. Fam. Code no later than two (2) school days after the final appeal hearing is concluded and decision to expel is upheld. Failure to provide such written notice shall result in the child remaining in the Participating District's educational program. Expulsion packet must include the expulsion notice and parent notification containing the student's name, DOB, student's ID #, the TSDS number, LEA report number, expulsion term (specific end date), and any special programs such as SPED or 504 documentation.

Upon JJAEP formal acceptance by JJAEP Administrator, the Participating District agrees to immediately provide all necessary school withdrawal and educational records, to include transcripts and any special education paperwork, to the JJAEP Campus to ensure the development of an appropriate and timely JJAEP entry educational plan within three (3) school days of JJAEP acceptance determination. Required school records are outlined in the **JJAEP SCHOOL RECORDS REQUEST FORM (EXHIBIT "B")**.

The Participating District(s) and JJAEP campus agree to collaboratively facilitate the completion of the JJAEP Intake at the JJAEP campus within five (5) to seven (7) school days of JJAEP acceptance. The aim will be to minimize any delay or lapse in youth's attendance to JJAEP educational services. However, although a student may be accepted into JJAEP, enrollment in the JJAEP may be delayed due to capacity limits or other special circumstances and in those situations, the parties agree to provide at least three (3) school days advance notice prior to the scheduled intake. Any youth placed in DAEP, while on waiting list for JJAEP placement will be credited those days towards JJAEP term.

For students who are expelled and accepted into the JJAEP but do not enroll under the JJAEP due to parents withdrawing the student, the student will remain eligible for JJAEP expulsion upon enrolling back into a formal school district. The expelling district would need to hold another expulsion hearing and provide a new expulsion term along with the required expulsion packet.

A Participating District may expel a student for conduct as provided in TEC Sec. 37.007 (b)(1), specifically terroristic threat under section 22.07 (c-1), (d), or (e) Penal Code. Participating Districts shall adhere to the guidelines established under Texas Education Code 37.302-.303, 37.304, 37.305, 37.306, 37.309-.310, 37.311 with regard to students placed in a JJAEP due to an offense which

requires them to register as a sex offender. Participating Districts must adhere to expulsion term established guidelines aforementioned on this agreement.

In the event that JJAEP enrollment is at 90% of capacity, a waiting list shall be established for acceptance into JJAEP. Pending acceptance, Participating Districts may place expelled students in their own district's DAEP. Students shall be accepted into JJAEP in the order placed on the waiting list; provided, however, that a student will be accepted only if there are a minimum of 45 days remaining in the term of expulsion. A student whose expulsion involved violence, a terroristic threat, or a firearm will have priority on the waiting list and will be accepted for placement in JJAEP up to the 100% capacity limit.

### **SPECIAL CIRCUMSTANCES AFFECTING LENGTH OF PLACEMENT**

YISD agrees to provide capacity for 32 students. However, the Parties agree that special circumstances arise in the event that JJAEP enrollment is at 90% of capacity, or if any one Participating District has more than 67% of the students enrolled in JJAEP. In such case, the Parties agree that YISD, may limit the length of a student's placement at JJAEP to a maximum of 100 school days, and the "75-day placement review" may occur at any earlier date acceptable to the Participating District. Such limitation shall not apply to a student with an expulsion involving a firearm or who is determined by the Participating District with the concurrence of the JJAEP Administrator to present an ongoing threat to the safety of other students or to district employees.

In the event a student enrolled in the JJAEP commits an infraction that violates the YISD or JJAEP Student Code of Conduct, YISD may take disciplinary action as per the JJAEP Student Code of Conduct. Such action may extend the student's term of expulsion and JJAEP placement.

### **TERMS OF EXIT**

A JJAEP student must be removed from the JJAEP program upon completion of the earliest of the following: completion of the court ordered supervision or deferred prosecution terms and conditions, completion of the expulsion term which was the basis of the JJAEP placement, Participating District decision to remove the JJAEP student from JJAEP placement due to 75 day (or earlier if special circumstances exist) placement review hearing decision; decline or dismissal of the JJAEP felony charge by Court or Prosecutor, withdrawal from JJAEP by student's parent, or withdrawal from JJAEP due to "Inactive" Status of 30 consecutive school days. Except in cases where a parent, guardian, or custodian withdraws a student, the JJAEP must notify the student's parent, guardian, or custodian in writing of the student's withdrawal from the JJAEP prior to the withdrawal date unless the date is not known prior to the withdrawal. The JJAEP must maintain this documentation.

Participating District agrees to attend and cooperate with YISD in the JJAEP Exit Transition Meeting to jointly develop an appropriate written exit plan from the JJAEP and transition plan to the home school. An academic review will be provided to include a review of courses attended, credits earned, credits pending, discipline and behavior progress or follow up areas, state assessment and/or IOWA

skills test scores (Pre and Post), and attendance records for JJAEP term. As part of the JJAEP Exit transition meeting, Participating District agrees to initiate the development of the student's return schedule, outline strategies that will be implemented upon the students return to home school and link the student to the CIS (if applicable), the graduation coach, the at-risk coordinator or designated Participating District staff charged with support and reentry services. In order to promote successful transition and long-term success, said exit transition meeting will occur prior to a youth's withdrawal from the JJAEP and will include the home school (returning) campus administrator or designee, YISD Campus administrator, assigned probation officer or JPD representative, the student and the student's parent or guardian.

For a student expelled and placed in a JJAEP for a term of 75 school days or more, Participating Districts agree to attend a review upon a student's 75<sup>th</sup> school day in a JJAEP placement to consider early removal from the JJAEP Program based on youth's progress and/or other factors that may compel an early release from the JJAEP. On a case-by-case basis, upon the commencement of the school year, the JJAEP will hold, and participating districts will attend a placement review for returning JJAEP students that carried over from prior school year, have met the 75<sup>th</sup> day placement day in JJAEP and are recommended for early release based on progress and/or other factors. The JJAEP agrees to facilitate placement review hearings and coordinate with the student's home district/campus.

## **CURRICULUM AND ATTENDANCE**

YISD shall provide a JJAEP which will serve the YISD and Participating Districts' students, complies with all applicable requirements under Chapter 37, Tex. Education Code, the State Board of Education, Texas Administrative Code (Chapter 348) and the Texas Juvenile Justice Department, including, but not limited to, a curriculum in English Language Arts, Mathematics, Science, Social Studies, Self-Discipline, and a high school equivalency program that meets requirements under 348.206 (b3) and administration of assessment instruments under Subchapter B Chapter 39 (State Assessment). All students enrolled in the JJAEP must take the statewide assessment as required under Section 39.023, Education Code. YISD and participating districts agree to the use of the online version of the Iowa Test of Basic Skills (ITBS) a nationally standardized achievement test and development of an academic plan to best meet a student's educational needs based, in part, on the data gathered from the ITBS. Each student serving a minimum of seventy five (75) school days shall be pre-tested no more than 10 school days after the student is enrolled into the JJAEP and each student serving a minimum of 65 school days in the JJAEP will be post-tested prior to exit from the JJAEP.

YISD shall work with student and parents to review the student's academic progress at least twice during JJAEP Placement and establish a specific graduation plan for the student (as applicable for high school students). At a minimum, an educational review will occur at the JJAEP intake and at the JJAEP exit transition meeting.

The Program shall operate at least seven hours a day for 180 school calendar days equaling 75,600 minutes of school. These minutes include lunch and passing times; the amount does not include early release, bad weather, or waiver days. A JJAEP student is noted as present if the student attends

instructional time for a minimum of 4hrs. per day. Attendance days are verified using sign in sheets and attendance records for each enrolled JJAEP student. If a JJAEP student is detained, absent for a minimum of 10 consecutive school days, documented as a runaway, has an extended illness or medical reason, admitted on an inpatient basis into services, the student will be noted as inactive status; the total for the report period and account for each day each student is maintained as enrolled and not counted as absent or present from the JJAEP. A student that is maintained on inactive status for 30 consecutive school days shall be withdrawn on the 31<sup>st</sup> day.

The JJAEP must provide the juvenile probation department with monthly attendance records of juvenile probationers enrolled in the JJAEP. YISD agrees to complete the **JJAEP MONTHLY ACTIVITY REPORT (MAR) (EXHIBIT “C”)** on a monthly basis on or before the third calendar day of each month. If the third calendar day of a month falls on a weekend or holiday, the report is due the next business day. YISD agrees that subsequent payments pursuant to this Agreement shall be paid based upon the information reported on the JJAEP Attendance records and Monthly Activity Report (MAR).

YISD agrees to serve youth up to the compulsory school attendance age, which has been raised to the age of the student's 19<sup>th</sup> birthday and utilize attendance procedures that encourage campus staff to reach out to families and determine the root causes of failure to attend school. Parents should immediately be notified of any unexplained absence, followed by other interventions such as phone calls and/or home visits to find what the issue behind repeated unexcused absences is. If an issue is identified as preventing a student from attending school, the JJAEP Campus Administrator or designee should determine whether there is any Truancy Prevention Measures (TPM) and adhere, to the extent possible to the El Paso County Truancy Prevention Plan to address the underlying risk factors that lead to truancy. TPM may include a plan to target the specific behavior contributing to the truancy; counseling; mediation; or in school or out-of-school suspension. If truancy measures as outlined in the El Paso County Truancy Prevention Plan fail, the YISD shall refer students to the District Attorney's Office or Truancy Court authorities in accordance with the timelines for JJAEP youth, which is within two school days. YISD must have written policies and procedures that specify which staff member is responsible for reporting absences by email transmission to the sending school and frequency. JJAEP Administrator must be copied on said e-mail transmission.

YISD agrees to provide written notification of school matters to a JJAEP student who is 18 years or older and acknowledges notification is not required to be given to a parent unless 1. Student has provided written consent, 2. Student has a disability and has provided consent as outlined under Chapter 1357, Estates Code, or 3. Student is a dependent student as defined in Section 152 of Internal Revenue Code, and notification is received under the Individuals with Disabilities Education Act before the student reached 18 years of age.

## **PLACEMENT OF STUDENTS WITH DISABILITIES/ ADMISSIONS, REVIEW AND DISMISSAL**

YISD shall provide educational services to those students eligible under the Individuals with Disabilities Education Act (IDEA), § 504 of the Rehabilitation Act of 1973 and English as a Second Language (ESL). The placement of a student with a disability who receives special education services

into the JJAEP must be made in compliance with the Individuals with Disabilities Education Act (20 U.S.C. Section 1400 et seq.). Special Education services must continue to provide any and all related services as outlined in the student's Individualized Education Plan (IEP).

Participating school districts may expel a student for a mandatory expulsion offense(s) involving weapons, illegal drugs, controlled substances, or inflicting serious bodily injury on another person at school, on school premises, or at a school function (20 USC Sec 1415(k); 34 CFR Sec. 300.520) who has been identified as a qualified disabled student under the Individuals with Disabilities Education Act (IDEA) or §504 of the Rehabilitation Act of 1973 (§504) only after a duly constituted Admission Review and Dismissal (ARD) or §504 committee is held. If the ARD or 504 committee determines that the alleged misconduct is not a manifestation of the student's disabilities, the student may be expelled for a minimum of 75 school days, but only **up to 45 days** if the alleged misconduct *is* a manifest of the student's disabilities.

Participating Districts agree to invite a representative of the JJAEP Campus to an incoming JJAEP student's ARD committee meeting as a non-consensus member. The Participating District shall provide reasonable notice of the ARD committee meeting to the administrator of the JJAEP and the JJAEP Administrator. As such, the administrator of the JJAEP or designee, agrees to attend the incoming JJAEP student's ARD committee meeting. Attendance of said meeting is essential in preparation of the incoming students' special education service needs.

If student is enrolled in special education services, the Participating District must provide a copy of the Admission, Review, and Dismissal report (ARD). The ARD committee documentation must be maintained for each special education eligible student to include, the most recent full and complete ARD meeting documentation, the manifestation determination ARD meeting documentation, and the most recent evaluation of eligibility for special education services.

If the JJAEP suspects that a student who has not been previously qualified as a student with disabilities under IDEA may be eligible for services under IDEA in the future, it shall refer the student to his or her school district of residence for possible referral and evaluation in accordance with applicable statutes and regulations.

The JJAEP, in collaboration with the sending participating school district, must ensure that a student who is non-English speaking or who speaks English as a second language is provided ESL services and instruction appropriate to address his or her needs, as determined by a language proficiency assessment committee (LPAC) and determinations must be documented.

## **TRANSPORTATION SERVICES**

Transportation of students attending the JJAEP will be the responsibility of the student's sending District. Neither the JJAEP, nor the Educational Fiscal Agent is responsible for transportation of students sent by other Districts attending the JJAEP, including students with disabilities who require transportation as a related service. Before making the decision to place an expelled student at JJAEP, the Participating District shall determine the student's access to transportation to JJAEP and put a transportation plan in place. If a transportation issue is identified after placement at the JJAEP, an

emergency meeting with all involved parties, to include invitation to parent(s), will be held. Should transportation be an ongoing barrier to attendance, the student may be exited from JJAEP and returned to the sending school district.

## **POLICY AND PROCEDURES AND STUDENT CODE OF CONDUCT**

YISD shall follow the programmatic and process components of the JJAEP as outlined in the **EL PASO COUNTY JJAEP POLICIES, PROCEDURES AND STANDARDS**, attached hereto as **(EXHIBIT "D")**. References in Exhibit D to "JJAEP Campus" shall refer to YISD's JJAEP Campus and its operations and staff unless the context clearly indicates otherwise. YISD shall establish and enforce the **EL PASO COUNTY JJAEP STUDENT CODE OF CONDUCT (EXHIBIT "E")** that will supplement, but not replace the YISD Student Code of Conduct in accordance with Tex. Educ. Code § 37.001 and as required by Tex. Educ. Code § 37.011(c).

YISD, JJAEP Campus, and the JJAEP Administrator agree to engage in collaborative activities and attend quarterly meetings to educate, discuss and problem solve on any areas of concern and update on policy revisions or legislative updates that may impact JJAEP campus operations and services. Said meetings and activities shall be used to enhance or make changes to the El Paso County JJAEP Policies and Procedures, the El Paso County JJAEP Student Code of Conduct, and the El Paso County JJAEP Memorandum of Understanding. Documents must be approved by the El Paso County Juvenile Board, YISD School Board, and Participating District School Board and must be submitted to the Texas Juvenile Justice Department.

## **JJAEP EDUCATIONAL STAFF**

JJAEP educational staff members shall be employees of YISD and shall be subject to the personnel policies of the YISD and their respective Employee Code of Conduct. YISD shall ensure that all JJAEP staff members, including temporary, seasonal or substitute employees or volunteers have completed and passed a background check **prior to having "direct, unsupervised" contact with JJAEP students**. YISD agrees for all JJAEP employees (including substitutes that will work within a JJAEP for six weeks or more) operating under the JJAEP to attend the JJAEP New Employee Orientation and the JJAEP Annual Refresher as applicable.

YISD agrees to complete the **JJAEP HR RECORDS AND CERTIFICATION FORM (EXHIBIT "F")** for each employee assigned by YISD to work with JJAEP students. YISD will provide verification that any required certifications are current and that the individual has completed all training required by this chapter. YISD shall certify through the signature of the authorized Human Resource representative that their employee meets the required qualification for the position held. For carry-over YISD employees, the **JJAEP HR RECORDS AND CERTIFICATION FORM (EXHIBIT "F")** shall be re-certified yearly and submitted to JPD/County no later than October 15<sup>th</sup> for each year.

YISD agrees to comply with 348.200(4d) in accordance with Chapter 341, and oversee that all JJAEP employees (including substitutes that will work within a JJAEP for six weeks or more) that do not meet the "professional" (certified teachers/ student aides/ paraprofessionals, nurse, physicians, commissioned law enforcement officers, etc) designation remain current through YISD training on Crisis Prevention Intervention, CPR and First Aid training and meet all requirements for certification as a Community Activities Officer as per TJJD established timelines.

Pursuant to Texas Administrative Code 350.100, the JJAEP is considered a Juvenile Justice Program and thus any YISD employees must adhere to the standards outlined under Chapter 358 (Identifying, Reporting, and Investigating Abuse, Neglect, Exploitation, Death and Serious Incidents) for students served under the JJAEP. YISD must assure that its employees and JJAEP Campus Administrators are familiar and adhere to the Texas Administrative Code § 358, *Identifying, Reporting, Investigating Abuse, Neglect, Exploitation, Death and Serious Incidents; and required timelines; and Prison Rape Elimination Act*. These statutory provisions require individuals to report physical, sexual and/or mental health child abuse, neglect and exploitation within specific timelines; and require that all JJAEP campus personnel emphasize a zero-tolerance policy and campus environment regarding any forms of sexual and physical abuse.

In such event, YISD shall also complete the **TJJD INCIDENT REPORT FORM (EXHIBIT "G")** and the **TJJD INTERNAL INVESTIGATION REPORT FORM (EXHIBIT "G-1")** and transmit this form along with any applicable documentation via e-mail and phone call to: 1.877.786.7263 and abuseneglect@tjtd.texas.gov and to JPD/County. YISD also agrees to report incident to law enforcement as required by Texas Administrative Code Chapters 348, and/or 358 and will also forward report to JJAEP Administrator via email by next workday.

## **RECORDS AND RETENTION**

YISD shall maintain and make available for inspection, audit or reproduction, by an authorized representative of El Paso County or the State of Texas, or Federal government, books, documents and other evidence pertaining to the cost and expenses of the operation of the JJAEP under this Agreement, hereinafter called the "Records. YISD shall maintain Records and documents for a minimum of seven years after the end of the contract period. If any litigation, claim, or audit involving these Records commences before the seven-year period expires, the YISD contractor must keep Records and documents for not less than seven years or until all litigation, claims or audit findings are resolved; whichever is later.

## **SUPPLEMENTARY PROGRAM FUNDING**

Each Participating District agrees to allow YISD to submit a grant for eligible JJAEP funds from the State and to reasonably cooperate in submission of such application. Priority of funds obtained from the State will be utilized to off-set educational expenses of Participating District, including YISD, and remaining funds may be used for expansion and improvement of the JJAEP.

## **EFFECTIVE DATE**

This Agreement shall become effective on August 1, 2022, regardless of the date of execution by the parties. The parties agree that the authorized signature of any other Participating District who may join by counterpart creates a binding offer of such Participating District to participate in the

establishment and operation of the JJAEP and shall be effective as to all signatories at such time as it is signed by YISD.

## **TERMINATION**

This Agreement shall be in effect until July 31, 2023. The “Board” or “YISD” may give 30 days’ written notice of termination. Notice of termination by any Participating District received by the YISD shall constitute effective notice of termination as to such party only and shall be effective at the end of the then current contract year. The interlocal may be automatically renewed for subsequent one-year terms for a minimum of two (2) years upon written agreement by the YISD and the El Paso County Juvenile Board.

YISD, Participating Districts, and the Juvenile Board agree that changes to the JJAEP Policy and Procedures, JJAEP Student Code of Conduct and JJAEP MOU may be approved with written agreement by YISD and the El Paso County Juvenile Board.

## **NOTICE**

Notice to parties under this Agreement shall be sent by certified mail, return receipt requested, to those persons identified below in this agreement attached hereto and incorporated herein for all purposes and such persons as may be identified for purposes of notice by Districts which have joined in the Agreement by counterpart and maybe represented in this agreement. (See attached listing of contacts and address information)

Severability

If any part of this Agreement is held to be illegal, such part shall be deemed severable and the remaining parts shall nevertheless be binding.

## **ENTIRE AGREEMENT**

This Agreement constitutes the entire Agreement between the parties and any prior understandings, written or oral agreements between them are merged into the Agreement.

## **INSPECTION OF RECORDS**

Upon request by a party, all records of YISD made and kept pursuant to this Agreement are available for inspection at any time mutually convenient to YISD and the party, subject to the requirements of the Family Educational and Privacy Rights Act, 20 U.S.C.A. § 1232g and V.T.C.A., Government Code Chapter 552, Public Information Act. Any cost of such inspection or copying shall be borne by the party requesting said services.

## **EXECUTION**

This Agreement may be executed jointly or in counterpart and the authorized signature upon a counterpart of any Participating District whether or not named above creates the same binding commitment between the parties as if the Participating District had jointly executed this document, provided this Agreement is executed by YISD.

## **EQUAL EMPLOYMENT POLICIES**

YISD affirms that it is an equal opportunity employer and does not discriminate on basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services, programs or activities

## **FAILURE TO PAY**

In the event the Board fails to make payments to YISD under the terms and conditions of this Agreement within the times set forth herein, YISD may terminate this Agreement, but only if the Board has failed to make such payments following thirty (30) days' written notice to cure from YISD. YISD may not terminate this Agreement after giving such notice unless YISD has first made itself available to meet with the Board to attempt in good faith to resolve the matter.

## **IMMUNITY**

Nothing herein shall waive or reduce the sovereign immunity of the parties hereto or broaden the limited waiver of immunity provided by the Texas Tort Claims Act and the Tex. Educ. Code, § 37.011(o).

## **CHANGE OF CAMPUS LOCATION**

Notice of a change of campus location shall be given 30 days in advance of any intended change or as soon thereafter as is possible and may be given pursuant to section Curriculum and Attendance herein instead of requiring an amendment to the terms of this agreement.

## **CONFLICT RELATED DOCUMENTS**

In the event of a conflict or inconsistency that relates to the subject matter hereof between any of the terms of the following documents, the following order of precedence shall control: The El Paso County Juvenile Probation Department Policies and Procedures for Juvenile Justice Alternative Education Program and exhibits hereto.

**YISD INTERLOCAL SY 2022-2023**  
**CONTACTS AND ADDRESS INFORMATION**

School District	Address
Clint Independent School District Arleen Parada, Board President	14521 Horizon Boulevard El Paso, TX 79928
Fabens Independent School District Ben Morales, Board President	821 NE "G" Avenue Fabens, TX 79838
San Elizario Independent School District Sandra Licon, Board President	1050 Chicken Ranch Road San Elizario, TX 79849
Socorro Independent School District David O. Morales, Board President	12440 Rojas Drive El Paso, TX 79928
Tornillo Independent School District Marlene Bullard, Board President	19200 Cobb Avenue Tornillo, TX 79835
Ysleta Independent School District Cruz A. Ochoa, Board President	9600 Sims Drive El Paso, TX 79925
El Paso Independent School District Alfonso V. "Al" Valverde, Board President	6531 Boeing El Paso, Tx. 79925
Anthony Independent School District Angel J. Cuellar, Board President	840 6 <sup>th</sup> St Anthony, Tx. 79821
Canutillo Independent School District Sergio Coronado, Board President	7965 Artcraft, El Paso Tx. 79932 PO Box 100, Canutillo, Tx. 79835
El Paso Juvenile Probation Dept. Rosie Medina, Chief Juvenile Probation Officer	6400 Delta Drive El Paso, Texas 79905
El Paso County Juvenile Board Honorable Yahara Lisa Gutierrez, Chairperson	500 E. San Antonio El Paso, Texas 79901

**JJAEP SY 2022-2023 INTERLOCAL EXHIBIT LISTING**

**EXHIBIT A- MANDATORY EXPULSIONS OFFENSE CODES**

**EXHIBIT B- JJAEP SCHOOL RECORDS REQUEST FORM**

**EXHIBIT C- JJAEP MONTHLY ACTIVITY REPORT (MAR)**

**EXHIBIT D- EL PASO COUNTY JJAEP POLICIES, PROCEDURES AND STANDARDS**

**EXHIBIT E- EL PASO COUNTY JJAEP STUDENT CODE OF CONDUCT (SCC)**

**EXHIBIT F- JJAEP HR RECORDS AND CERTIFICATION FORM**

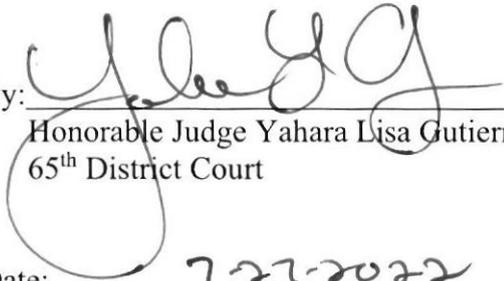
**EXHIBIT G-TJJD INCIDENT REPORT FORM**

**EXHIBIT G-1 TJJD INTERNAL INVESTIGATION REPORT FORM**

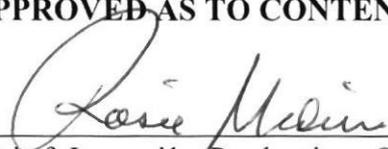
**IN WITNESS WHEREOF, THE PARTIES EXECUTE THIS AGREEMENT:**

**ATTEST:**

**EL PASO COUNTY JUVENILE BOARD**

By:   
Honorable Judge Yahara Lisa Gutierrez  
65<sup>th</sup> District Court  
Date: 7-27-2022

**APPROVED AS TO CONTENT:**

  
Chief Juvenile Probation Officer, Rosie Medina

7/27/2022  
Date

\_\_\_\_\_  
Assistant County Attorney

\_\_\_\_\_  
Date



**TORNILLO INDEPENDENT SCHOOL DISTRICT**

**Tornillo High School**

**PO Box 170**

**Tornillo, TX 79853**

## **MEMORANDUM**

To: Members of the Board of Trustees  
From: Alejandro Olvera, Principal  
Subject: 2023 Senior Trip  
Date: September 14, 2022

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### **HISTORY:**

During the last years, the Tornillo High School Senior Class has scheduled a senior trip to San Antonio. The trip has been scheduled during Memorial Day weekend. The Senior Trip included a visit to two theme parks, Fiesta Texas and Schlitterbahn. Students fundraised to cover the cost of their meals, hotel, bus transportation and entrance to the theme parks.

### **RATIONALE:**

The class of 2023 is seeking to have a senior trip like the trip held every year. On August 12, 2023, a meeting was held with the senior class, and they expressed interest in a senior trip. Senior parent meeting was held on August 15, 2022, at 6:00 p.m. Seniors voted to have the senior trip for 2023. Attached is a copy of the forms and guidelines that will be followed if this trip is approved. This year Seniors are asking to add a visit to Corpus Christi, Texas to go to the beach. Students will pay for their hotel, transportation, food, entrance tickets to theme parks and cost of charter bus.

### **BUDGET IMPACT:**

Cost would be approximately \$700 per student. Students would fundraise to pay for their trip to include transportation costs. The cost of the charter bus is approximately \$6,000 and it will be divided into the number of students attending the trip.

### **ADMINISTRATIVE RECOMMENDATION:**

The Administration recommends for the Board of Trustees to approve the 2023 Senior Class trip as presented.



# MEMORANDUM

**To:** Board of Trustees  
**From:** Rosy Vega-Barrio, Superintendent  
**Subject:** Change Date for April Board Meeting  
**Date:** September 28, 2022

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**HISTORY:**

Regular board meetings are scheduled for the last Wednesday of the month, calendar permitting. Due to work schedule conflict, not all members have been able to attend.

**RATIONALE:**

If all board members are in agreement and willing, we are asking that meetings be moved to Tuesday to increase board attendance.

**BUDGET IMPACT:**

None

**ADMINISTRATIVE RECOMMENDATION:**

Administration is recommending the Board of Trustees approve moving regular scheduled board meetings to Tuesdays for the 2022-2023 school year.



**Board of Trustees Calendar of Meetings Dates  
 2022-2023**

<b>Date</b>	<b>Location</b>	<b>Time</b>	<b>Type</b>	<b>Notes</b>
Wednesday, August 17, 2022	W.E. Neil Building	5:30 PM	Regular	
Wednesday, September 28, 2022	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, October 25, 2022</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, November 29, 2022</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, December 13, 2022</b>	W.E. Neil Building	5:30 PM	Regular	
Wednesday, January 25, 2023	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, February 21, 2023</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, March 28, 2023</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, April 25, 2023</b>	W.E. Neil Building	5:30 PM	Regular	Formative Evaluation of Superintendent
<b>Tuesday, May 30, 2023</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, June 20, 2023</b>	W.E. Neil Building	5:30 PM	Regular	
<b>Tuesday, July 25, 2023</b>	W.E. Neil Building	5:30 PM	Regular	

**\*Any changes to the schedule will be done with the guidelines allowable by BE (LOCAL).**



**Executive Office**  
Dr. Armando Aguirre  
Education Service Center - Region 19  
6611 Boeing Drive  
El Paso, Texas 79925-1010

Phone: 915.780.1919  
Fax: 915.780.5070  
[www.esc19.net](http://www.esc19.net)

September 21, 2022

Ms. Rosa Vega-Barrio, Superintendent  
Ms. Marlene Bullard, Board President  
Tornillo Independent School District  
P.O. Box 170  
Tornillo, Texas 79853

Dear Ms. Vega-Barrio and Ms. Bullard:

The accompanying School Board Member/Superintendent Continuing Education Services Agreement details the services ESC-Region 19 will provide, allowing new and experienced school board members to obtain all continuing education credits required by the Texas Administrative Code, Chapter 61.1. To ensure the adequate and timely delivery of these sessions, the Agreement includes a Conference where board members will be given an opportunity to receive up to six continuing education credits. Embedded throughout the sessions, is time to work as a "Team of 8" on needs identified in the areas of team building, vision, structure, accountability, and advocacy. A follow-up workshop in the spring will allow school board members to receive an additional three credits.

Please review, sign, and submit the Agreement to ESC-Region 19.

We greatly value and appreciate your continued partnership with ESC-Region 19. Our staff remains ready to address any needs or questions that may arise in your district. Please feel free to contact us as needed. We look forward to working together in supporting your board of trustees in their effective and efficient administration of your district.

Sincerely,

Dr. Armando Aguirre  
Executive Director

Enclosures

Executive Director: Dr. Armando Aguirre  
Board of Directors: Fred Sanchez-Chairman, Jose M. Limon-Vice Chairman, Blanca Topete-Secretary,  
Adela Carr-Member, Nellie Morales-Member, Patricia Ramirez-Member, Melodya Salaices-Member, David Sublasky-Member



**School Board Member/Superintendent  
Continuing Education Services Agreement  
2022 – 2023**

**PURPOSE:** To annually provide new and experienced regional school board members with all continuing education requirements as described in the Texas Administrative Code, Chapter 61.1.

**BENEFITS:** By providing the opportunity for trustees to obtain all the continuing education locally, district economic efficiency is improved by reducing travel costs and other related fees. Annual verification of school board member continuing education credit hours will be reported to district contacts.

*This Service Agreement, at an annual cost of \$3,500 per School District includes:*

- **Conference for Board Members and Superintendents** that may focus on:
  - ***Introduction to the Texas Education Code*** for newly elected board members.
  - ***Legislative Update*** for sitting board members in the year following sessions of the Texas Legislature.
  - ***Team Building*** to include needs assessment and annual plan for continuing education based on the identified needs. District leadership may select an on-site Tier II training of their choice.
  - ***Vision, Structure, Accountability, Advocacy and Unity*** continuing education that meets the needs identified in TEA Framework for School Board Development.
  - ***Evaluating and Improving Student Outcomes*** continuing education that is designed to support the oversight role of the board on evaluating student academic performance; facilitate board plans that set goals for early childhood literacy and mathematics and college, career and military readiness
  - ***Identifying and Reporting Abuse and Trafficking*** to include identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children.
- ***Board Member/Superintendent Leadership*** Spring Workshop
- ***Far West Texas School Board Association*** Membership Dues for 2022 – 2023
- ***Superintendent Summit***

Costs for meals and materials provided at the continuing education credit sessions listed above are included in the Service Agreement. Upon request, ESC-Region 19 may provide customized district trainings at an additional cost.

**CONTACT:**

Barbara O. Amaya  
Leadership & Accountability  
(915) 780-5354  
[bamaya@esc19.net](mailto:bamaya@esc19.net)

Terri Escandon  
Leadership & Accountability  
(915) 780-5380  
[tsescandon@esc19.net](mailto:tsescandon@esc19.net)

**SIGNATURES:**

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*Superintendent  
Tornillo ISD*

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*School Board President  
Tornillo ISD*

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*Dr. Armando Aguirre, Executive Director  
Education Service Center - Region 19*



## School Board Member Training

A variety of standard and customized training opportunities are available to meet local school district needs. All trainings are correlated to the statewide standard and/or duties of a school board member.

### Training Sessions Offered:

- Board Member Ethics
- Building Trust in Leadership
- Customized Training
- District and Campus Accountability Systems
- Educator Ethics
- Evaluating and Improving Student Outcomes
- FIRST (Financial Integrity Rating System of Texas) Training
- Goal Setting
- Identifying and Reporting Abuse and Trafficking
- Introduction to the Texas Education Code for new and experienced school board members
- Roles and Responsibilities of School Board Members and Superintendent
- School Board Accountability
- State and Federal Programs
- Team Building
- Texas Principal Evaluation and Support System (T-PESS)
- Texas Teacher Evaluation and Support System (T-TESS)
- Update to the Texas Education Code (after legislative session: length determined by issues addressed in legislation)





# MEMORANDUM

To: Members of the Board of Trustees  
From: Luis M Guerra, Director of Finance  
Subject: Budget Amendment - Administration  
Date: Sept 28, 2022

Budget Amendment Request

- 1. Requesting a budget amendment to allocate to function 35- Child Nutrition continuation awarded the Supply Chain Assistance grant and Equipment Grant from FY2022.

Increase

101.00.5939.01.000.00.0.00	\$29,638.63
101.35.6341.01.901.99.0.00	\$9,879.54
101.35.6341.01.902.99.0.00	\$9,879.54
101.35.6341.01.903.99.0.00	\$9,879.55
101.00.5939.00.000.00.0.00	\$76,000.00
101.35.6639.00.901.00.0.00	\$6,000.00
101.35.6639.00.902.00.0.00	\$6,000.00
101.35.6639.00.903.00.0.00	\$64,000.00

- 2. Requesting a one-side budget change from assigned fund balance fund balance expenditures for FY2023.

Increase

199.51.6319.00.044.99.4.18	\$92,000
199.81.6629.00.001.99.0.18	\$62,000
199.81.6629.00.044.99.0.18	\$80,000
199.81.6629.00.001.99.0.18	\$250,000
199.81.6629.00.044.99.0.18	\$100,000
199.81.6629.00.041.99.0.18	\$100,000
199.51.6319.00.044.99.4.18	\$25,000
199.51.6319.00.101.99.4.18	\$20,000
199.51.6319.00.044.99.4.18	\$4,000
199.51.6319.00.044.99.4.18	\$5,000
199.51.6319.00.041.99.4.18	\$8,000
199.51.6319.00.101.99.4.18	\$4,000



# TORNILLO INDEPENDENT SCHOOL DISTRICT

*Finance Services*

199.81.6629.00.001.99.0.18	\$50,000
199.81.6629.00.001.99.0.18	\$30,000
199.81.6629.00.044.99.0.18	\$100,000
199.81-6629.00.101.99.0.18	\$250,000

Board President: \_\_\_\_\_ Date: \_\_\_\_\_

Board Secretary: \_\_\_\_\_ Date: \_\_\_\_\_



## **Resolution Stating Review of Investment Policy and Designation of Investment Officer for the Tornillo Independent School District**

*Whereas*, Section 2256.005, Texas Government Code, as amended, requires the governing body of an investing entity review its investment policy and investment strategies not less than annually.

*Whereas*, the Board of Trustees of the Tornillo Independent School District, “District”, has adopted an Investment Policy for the District, in the forms attached hereto, pursuant to Chapter 2256, Texas Government Code, as amended from time to time; and

*And Whereas*, the Board of Trustees wishes to designate one or more employees of the District as investment officer to be responsible for the investment of its funds consistent with the Investment Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TORNILLO INDEPENDENT SCHOOL DISTRICT THAT:

*Section 1:* The Investment Policy, in the forms attached hereto, and investment strategies contained in such policy has been reviewed and is hereby adopted.

*Section 2:* The Director of Finance is hereby named as the investment officer of the District to be responsible for the investment of its funds consistent with the Investment Policy.

*Section 3:* The provisions of this Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Trustees.

Adopted this 28<sup>th</sup> day of September, 2022.

---

Marlene Bullard,  
Board President

**Attest:**

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Ofelia Bosquez,  
Board Secretary

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All investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

**Definitions**

Bond Proceeds	"Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	"Investment pool" means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	"Pooled fund group" means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	"Separately invested asset" means an account or fund of a district that is not invested in a pooled fund group.  <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	"Pledged revenue" means money pledged to the payment of or as security for:  <ol style="list-style-type: none"><li>1. Bonds or other indebtedness issued by a district;</li><li>2. Obligations under a lease, installment sale, or other agreement of a district; or</li><li>3. Certificates of participation in a debt or obligation described by item 1 or 2.</li></ol> <i>Gov't Code 2256.0208(a)</i>
Repurchase Agreement	"Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement. <i>Gov't Code 2256.011(b)</i>
Hedging	"Hedging" means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering

into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

*Eligible Entity*

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

*Eligible Project*

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

*Gov’t Code 2256.0207(a)*

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

**Written Policies**

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;

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4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov't Code 2256.005(a), (b)*

Annual Review

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

Annual Audit

A district shall perform a compliance audit of management controls on investments and adherence to the district's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

Investment  
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

Investment Officer

A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent

with the investment policy adopted by the board. If the board has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting board's district. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the board retains the ultimate responsibility as fiduciaries of the assets of the district. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the district. Authority granted to a person to invest the district's funds is effective until rescinded by the district or until termination of the person's employment by a district, or for an investment management firm, until the expiration of the contract with the district. *Gov't Code 2256.005(f)*

A district or investment officer may use the district's employees or the services of a contractor of the district to aid the investment officer in the execution of the officer's duties under Government Code, Chapter 2256. *Gov't Code 2256.003(c)*

Investment Training Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. *Gov't Code 2256.008(c)*

*Initial* Within 12 months after taking office or assuming duties, the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend at least one training session from an independent source approved by the board or a designated investment committee advising the investment officer. This initial training must contain at least ten hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. *Gov't Code 2256.008(a)*

*Ongoing* The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

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1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

*Gov't Code 2256.008(g)*

Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives, in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the district's control, over which the officer had responsibility rather than the prudence of a single investment; and
2. Whether the investment decision was consistent with the district's written investment policy.

*Gov't Code 2256.006*

*Personal Interest*

A district investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the district shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573 (nepotism prohibition), to an individual seeking to sell an investment to the investment officer's district shall file a statement disclosing that relationship. A required statement must be filed with the board and with the Texas Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

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1. The investment officer owns ten percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed ten percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

*Quarterly Reports*

Not less than quarterly, the investment officer shall prepare and submit to the board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the board and the superintendent within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and
7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

If a district invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the board by that auditor.

*Gov't Code 2256.023*

**Selection of Broker**

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.

*Gov't Code 2256.025*

**Bond Proceeds**

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

*Gov't Code 2256.0208(b)*

**Authorized Investments**

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

In the exercise of these powers, the board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under this authority may not be for a term longer than two years. A renewal or extension of the contract must be made by the board by order, ordinance, or resolution. *Gov't Code 2256.003(b)*

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

Obligations of  
Governmental  
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;

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2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;
7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
  - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
  - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
  - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
  - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the de-

pository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

*Gov't Code 2256.009(a)*

*Unauthorized  
Obligations*

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years; and
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

Certificates of  
Deposit and Share  
Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

*Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

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1. The funds are invested by the district through a broker that has its main office or a branch office in this state and is selected from a list adopted by the district as required at Selection of Broker, above or a depository institution that has its main office or a branch office in this state and that is selected by the district;
2. The broker or depository institution selected by the district arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the district;
3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
4. The district appoints the depository institution selected by the district, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the district with respect to the certificates of deposit issued for the account of the district.

*Gov't Code 2256.010(b)*

The district's investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

Repurchase  
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

*Gov't Code 2256.011*

Securities Lending  
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;
2. A loan allows for termination at any time;
3. A loan is secured by:
  - a. Pledged securities described at Obligations of Governmental Entities, above;
  - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

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Banker's  
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least on nationally recognized credit rating agency.

*Gov't Code 2256.012*

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

*Gov't Code 2256.013*

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

*Gov't Code 2256.014(a)*

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
  - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
  - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

*Gov't Code 2256.014(b)*

*Limitations*

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds ten percent of the total assets of the mutual fund.

*Gov't Code 2256.014(c)*

Guaranteed  
Investment  
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

1. The board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The district must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The district must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;
4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

*Gov't Code 2256.015*

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

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Corporate Bonds

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF], may purchase, sell, and invest its funds and funds under its control in corporate bonds (as defined above) that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased.

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
2. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

The district investment officer, acting on behalf of the district, shall sell corporate bonds in which the district has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

1. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
2. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

*Gov't Code 2256.0204*

Hedging  
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts,

and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.
2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

*Gov't Code 2256.0206*

Prohibited  
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

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**Note:** As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

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Loss of Required  
Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. A district shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

**Sellers of  
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
  - a. Is dependent on an analysis of the makeup of the district's entire portfolio;
  - b. Requires an interpretation of subjective investment standards; or
  - c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

*Gov't Code 2256.005(k)-(l)*

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business  
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

*Gov't Code 2256.005(k)*

**Donations**

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act),

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unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds  
Transfer**

A district may use electronic means to transfer or invest all funds collected or controlled by the district. *Gov't Code 2256.051*

**Investment Authority**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctua-

tions by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment  
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market  
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done monthly or more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating  
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

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Operating Funds	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Custodial Funds	Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Debt Service Funds	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
Capital Project Funds	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
<b>Safekeeping and Custody</b>	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
<b>Sellers of Investments</b>	<p>Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]</p> <p>Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA).</p>
<b>Soliciting Bids for CDs</b>	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
<b>Interest Rate Risk</b>	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>
<b>Internal Controls</b>	A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to

protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

**Annual Audit**

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

**RESOLUTION APPROVING INDEPENDENT SOURCES OF INSTRUCTION  
RELATING TO THE INVESTMENT RESPONSIBILITIES**

WHEREAS, Section 2256.008(a), Texas government Code, as amended, requires that the treasurer, the chief financial officer if the treasurer is not the chief financial officer and the investment officer of a local government to attend an investment training session not less than once in a two-year period and receive not less than ten hours of instruction relating to investment responsibilities from any independent source approved by the governing body of the local government or a designated investment committee advising the investment officer, as provided in the investment policy of the local government.

WHEREAS, the Texas Association of School Business Officials (“TASBO”), Region XIX, TexPool, Texas State University, and the University of North Texas Center for Public Management provide investment training sessions relating to investment responsibilities; and

WHEREAS, the governing body of this local government wishes to approve TASBO, Region XIX, TexPool, Texas State University, and the University of North Texas Center For Public Management as independent sources of instruction to provide investment training session required by Section 2256.008(a):

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNMENT BODY OF THIS LOCAL GOVERNMENT AS FOLLOWS:

Section 1. Approval of Independent Sources of Instruction. TASBO, Region XIX, TexPool, Texas State University, and the University of North Texas Center For Public Management are hereby approved as independent sources of instruction relating to investment responsibilities for the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officers of this local government, as required by Section 2256.008(a), Texas Government Code, as amended.

Section 2. Public Meeting. It is hereby found, determined, and declared that a sufficient written notice of the date, time, place, and subject of the meeting of the governing body of this local government at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public at the regular meeting place of the governing body for the time required by law preceding this meeting, as required by Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The governing body further ratifies, approves and confirms such written notice and the contents and posting thereof.

ADOPTED this 28<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Marlene Bullard,  
Board President

ATTEST:

\_\_\_\_\_  
Ofelia Bosquez,  
Board Secretary

**Resolution To Approve List of Current Brokers and Investment Pools  
for the Tornillo Independent School District**

*Whereas*, the Tornillo Independent School District (“District”) has been legally created and operates pursuant to the general laws of the State of Texas applicable to independent school districts; and

*Whereas*, Section 2256.025 of the Texas Government Code requires the Board of Trustees approve a list of qualified brokers that are authorized to engage in investment transactions with the District, at least annually; and

*Whereas*, the governing body of this local government wishes to approve Lone Star Investment Pool and Westar Bank as brokers and investment pools required by Section 2256.025:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TORNILLO INDEPENDENT SCHOOL DISTRICT THAT:

*Section 1: Approval of Brokers and Investment Pools.* Lone Star Investment Pool and Westar Bank are hereby approved as brokers and investment pools as required by Section 2256.025, Texas Government Code.

Adopted this 28<sup>st</sup> day of September, 2022.

\_\_\_\_\_  
Marlene Bullard,  
Board President

**Attest:**

\_\_\_\_\_  
Ofelia Bosquez,  
Board Secretary