



Agenda for Board of Trustees Meeting Tornillo Independent School District

Meeting Date: Wednesday, May 31, 2023

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: (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
 - C. District Mission and Vision
2. **(OTHER) Superintendent's Report**
Mrs. Rosa Vega-Barrio, Superintendent
3. **(OTHER) District Recognitions**
 - A. Athletic Recognitions
Student Advisory Council
 1. Varsity Basketball Team
 2. Varsity Baseball Team
 3. High School Track
 - B. Student Perfect Attendance
Student Advisory Council
 - C. TEA Teacher Incentive Allotment Recipients
Student Advisory Council
 - D. Adult Education - GED Completion
Mr. Marco Tristan, Adult Education Administrator
 - E. Adult Education - US Citizenship Completion
Mr. Marco Tristan, Adult Education Administrator
 - F. SPED Cyclical Audit
Student Advisory Council
 - G. Better Hearing and Speech Month
Student Advisory Council
 - H. CNS Audit

	Student Advisory Council	
I.	Extreme Networks Case Study Student Advisory Council	
J.	High School Accelerated Learning Program Student Advisory Council	
K.	2022-2023 Awarded Grants Student Advisory Council	
4.	(OTHER) Open Forum Ms. Marlene Bullard, Board President	
5.	Lone Star Governance	
A.	Student Outcome Monitoring:	
1.	Goal 1: GPM 1.1 & GPM 1.2	
a.	EOY PK-2nd Reading Mrs. Myrna Lopez, TES Principal	4
2.	Goal 2: GPM 2.1 & GPM 2.2	
a.	EOY PK-2nd Math Mrs. Myrna Lopez, TES Principal	
B.	End of Year Staff & Student Climate Survey	19
1.	Tornillo Elementary School Mrs. Myrna Lopez, TES Principal	
2.	Tornillo Intermediate School Mrs. Nadia De La Rosa, TIS Principal	
3.	Tornillo Junior High School Mrs. Loretta Aguilar, TJH Assistant Principal	
4.	Tornillo High School Mr. Alejandro Olvera, THS Principal	
C.	(Accountability 1) Review Board's Time Use Tracker Ms. Marlene Bullard, Board President	46
6.	(ADVOCACY) Community Engagement on Student Outcome Goals Ms. Marlene Bullard, Board President	
7.	(VISION Y) Information / Reports / Presentations	
A.	SPED Cyclical Review Clarification Items Ms. Georgina Miramontes, District Diagnostician/SPED/504 Coordinator	47
B.	Financial Reports-Information Only Mr. Luis M. Guerra, Director of Finance	56
8.	(VISION Y) Board Items	
A.	2023-2024 Budget Workshop Mr. Luis M. Guerra, Director of Finance	83
B.	Discussion and Possible Action to have TASB create Local Policy Regarding Attendance for Board 110 Meetings Ms. Marlene Bullard, Board President	
C.	Discussion and Possible Action Regarding Nomination for TASB Board Region 19 Seat Ms. Marlene Bullard, Board President	114
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 - April 26, 2023	115
2.	Special Board Meeting Minutes - May 12, 2023	120
B.	Consider Approval of Donations Mr. Luis M. Guerra, Director of Finance	122
C.	Consider Approval of Agreement with Workforce Solutions Borderplex Ms. Georgina Miramontes, District Diagnostician/SPED/504 Coordinator	123
D.	Consider Approval of Budget Amendments Mr. Luis M. Guerra, Director of Finance	134
E.	Consider Approval of Engagement Letter with Gibson, Ruddock Patterson LLC Mr. Luis M. Guerra, Director of Finance	
F.	Consider Approval of the 2023-2024 West Texas Food Service Cooperative Interlocal Agreement	

- Ms. Norma Aguirre, CNS District Manager
G. Consider Approval of Action for Healthy Kids Healthy School Projects Grant
Ms. Linda Rivero, District Nurse
10. **Next Meeting Tentative Date:** June 21, 2023

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Adjournment of the Meeting



Rosa Vega-Barrio
Superintendent of Schools



TORNILLO

**EARLY COLLEGE
DISTRICT**

Tornillo Elementary EOY 2023 May Reporting

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

Lone Star Governance

Campus Highlights

Ronald McDonald House Donations



Family Science Expo



Dia de los Ninos Event



Current Enrollment

Grade	BOY	MOY (Feb.)	EOY (May)
PK	35 students	32 students	30 students
Kinder	45 students	46 students	48 students
1st Grade	55 students	53 students	54 students
2nd Grade	58 students	57 students	57 students
Total (22-23)	193 students	188 students	189 students + 4 students (3-5th grade Life Skills) = 193 students
Total (21-22)	204 Students		
Total (20-21)	183 Students		

Registration for 2023-2024 begins April 1

Elementary Attendance

Year Attendance

Elementary School	
9 Week	22-23
1	95.85%
2	94.68%
3	94.37%
4	
Total	

Campus Attendance Efforts

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

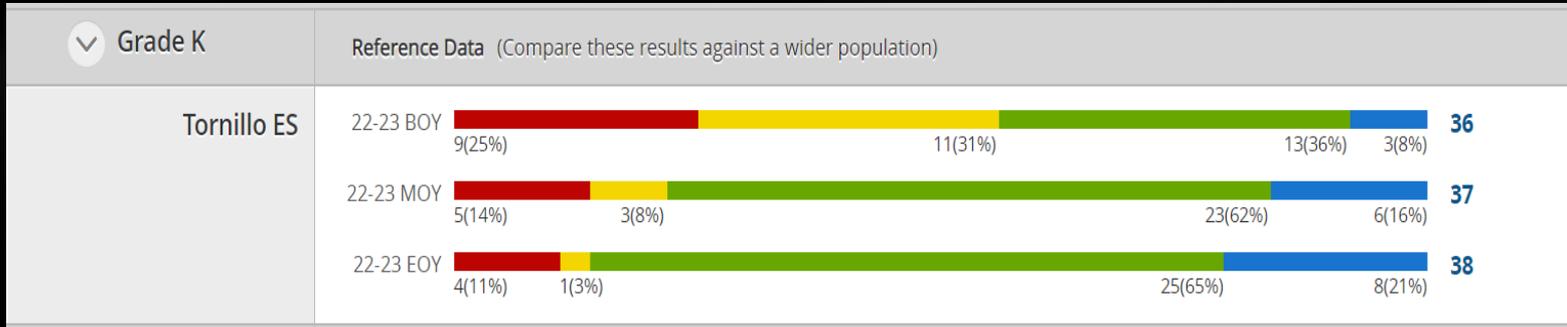
Elementary School					
6 Week	18-19	19-20	20-21	21-22	22-23
1	97.62%	97.71%	97.77%	92.54%	96.43%
2	96.66%	97.05%	95.63%	94.36%	94.94%
3	96.71%	95.97%	97.94%	94.30%	94.66%
4	94.12%	94.32%	98.38%	95.34%	94.51%
5	95.62%	COVID	97.72%	96.30%	94.97%
6	96.74%	N/A	97.99%	95.21%	
Total	96.22%	96.11%	97.57%	94.69%	

Kinder

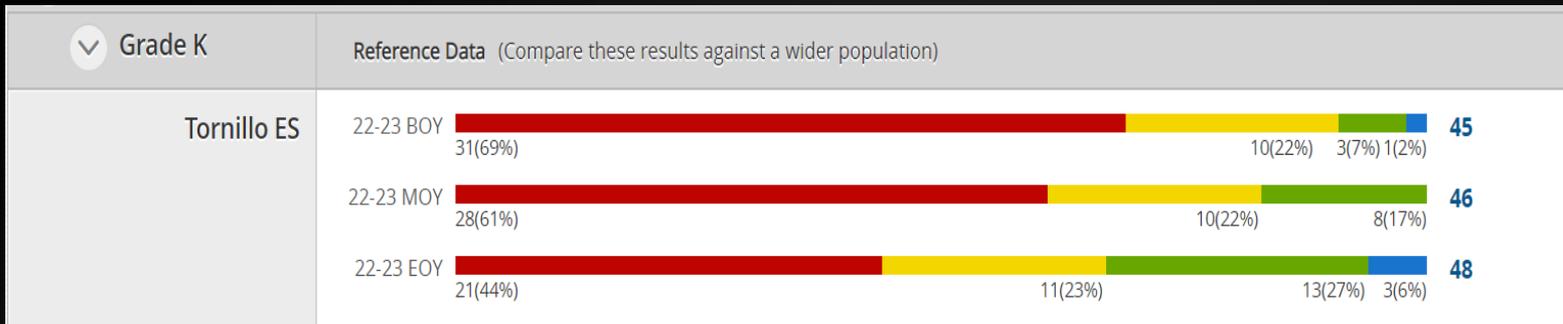
2022-2023 Kinder mClass Reading/Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 10 Students	22% 2	44% 4 stu	40% 4 stu	33% 3	22% 2 stu	20% 2 stu	44% 4	33% 3 stu	40% 4 stu
Lectura - Dual Language 38 students (Spanish)	44% 16	78% 29 stu	87% 33 stud	31% 11	8% 3 stu	3% 1 stud	25% 9	14% 5 stu	11% 4 stud
Dual Language (English) 38 total students	6% 2	11% 4 stud	31% 12 stud	19% 7	22% 8 stu	24% 9 stud	75% 27 stu	68% 25 stud	45% 17 stud
Total Students 48 students	40% 18	72% 33 stu	77% 37 stud	31% 14	11% 5 stu	6% 3 stud	29% 13	17% 8 stu	17% 8 stu

2022-2023 Kinder I-Station Math									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 10 Students	44% 4	56% 5 stu	70% 7 stu	22% 2	33% 3 stu	10% 1 stu	33% 3	11% 1 stu	20% 2 stu
Dual Language 37 students (Spanish)	14% 5	33% 12 stu	51% 19 stu	14% 5	28% 5 stu	22% 8 stu	61% 22	53% 19 stud	27% 10 stu
Total Students 47 students	33% 15	38% 17 stu	55% 26 stu	11% 5	18% 8 stu	19% 9 stu	56% 25	44% 20 stu	26% 12 stu

Kinder At-a-Glance Reading



DL Students ONLY

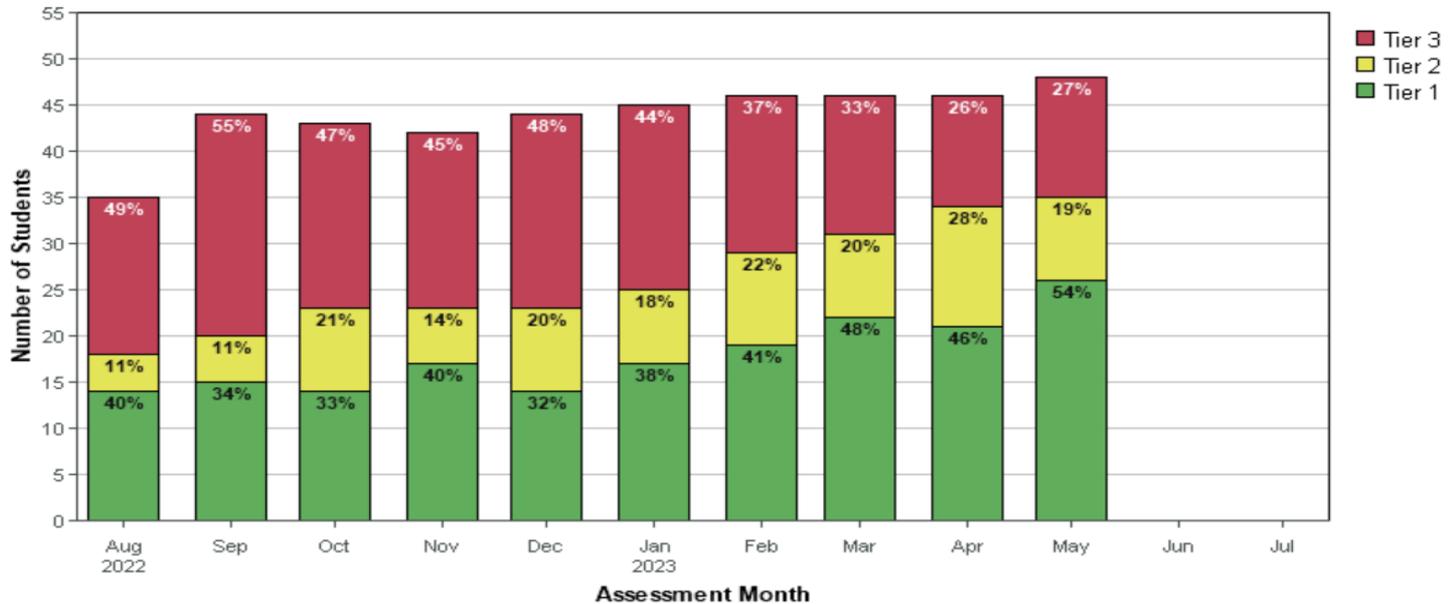


All Students

Kindergarten At-a-Glance Math

Tornillo Ind School District - 2022/2023

Kindergarten - Overall Math



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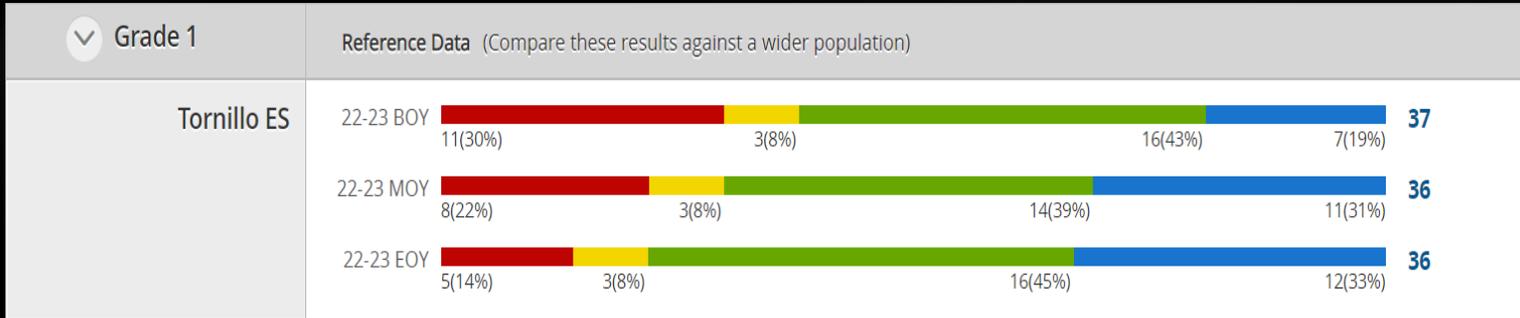
All Students (Mono & DL take English version)

First Grade

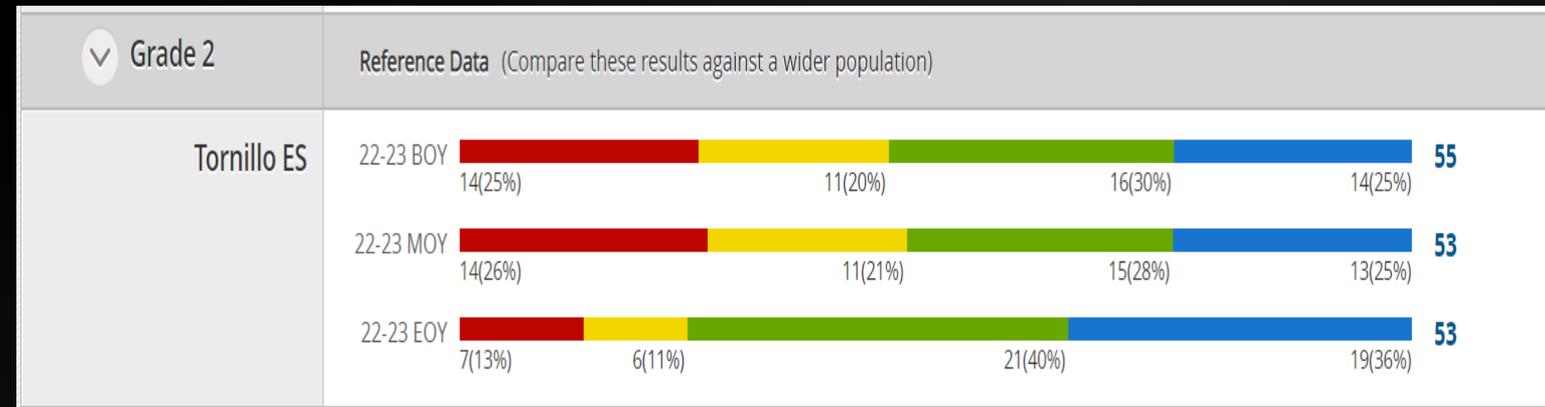
2022-2023 1 st Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 17 students	34%	47%	94%	17%	40%	6%	50%	13%	0%
	6	7 stu	16 stu	3	6 stu	1 stud	9	2 stu	0 stud
Lectura - Dual Language 36 total students	62%	69%	78%	8%	8%	8%	30%	22%	14%
	23	25 stu	28 stu	3	3 stu	3 stud	11	8 stu	5 stud
Dual Language (English) 36 total students	25%	39%	56%	16%	11%	22%	51%	50%	22%
	9	14 stu	20 stud	6	4 stu	8 stud	22	18 stu	8 stud
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 53 students	52%	63%	83%	11%	18%	8%	36%	20%	9%
	29	32 stu	44 stud	6	9 stu	4 stud	20	10 stu	5 stud

2022-2023 1 st Grade I-Station Math									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 17 students	41%	47%	88%	39%	53%	12%	22%	6%	0%
	7	7 stu	15 stu	7 stu	8 stu	2 stu	4	1 stu	0 stu
Dual Language 36 students	36%	51%	83%	11%	23%	8%	53%	29%	8%
	13	18 stu	30 stu	4	8 stu	3 stu	19	10 stu	3 stud
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Student 53 students	37%	49%	85%	20%	29%	9%	43%	22%	5%
	20	25	45 stud	11	15	5 stu	23	11	3 stud

1st Grade At-a-Glance Reading



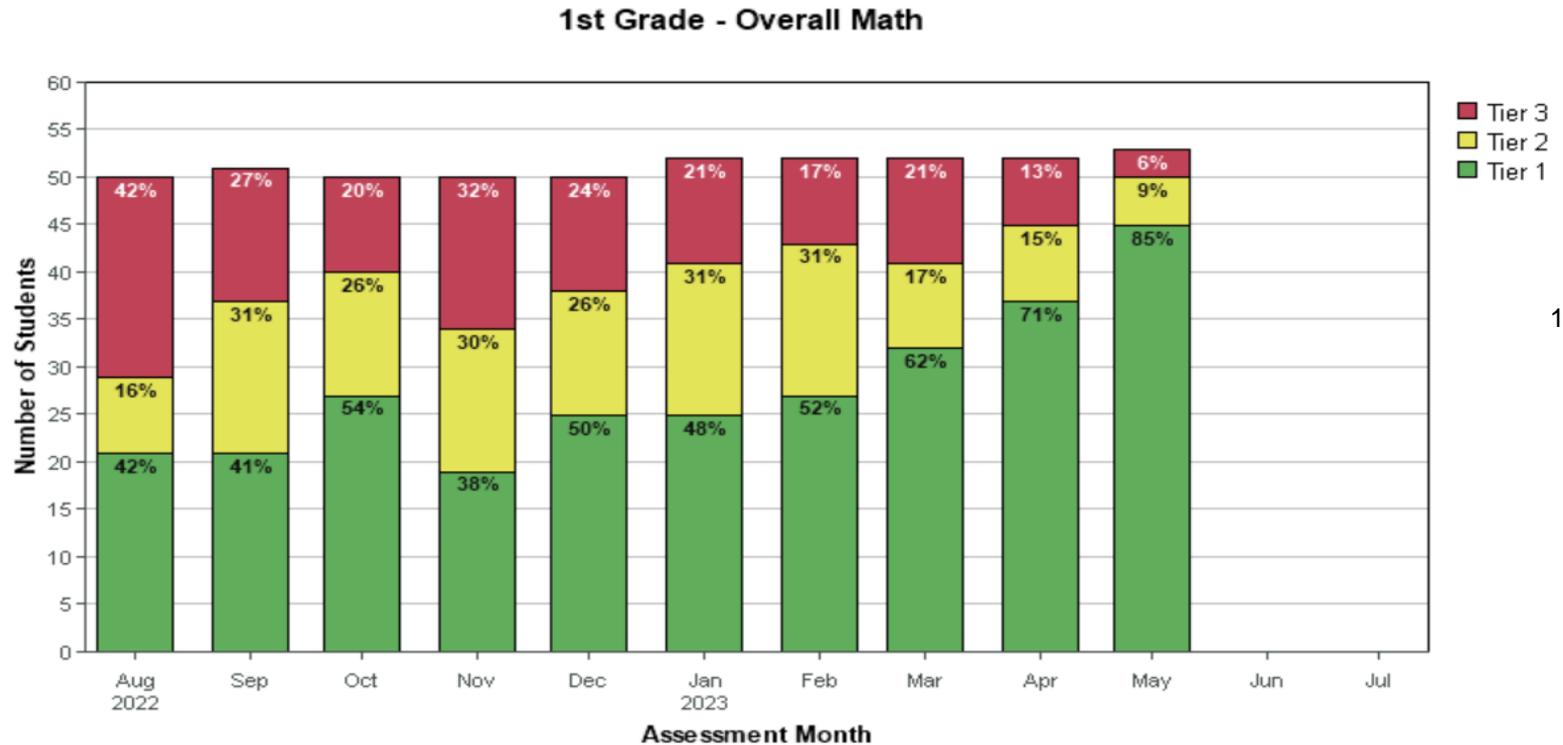
DL Students ONLY



All Students

1st Grade At-a-Glance Math

Tornillo Ind School District - 2022/2023



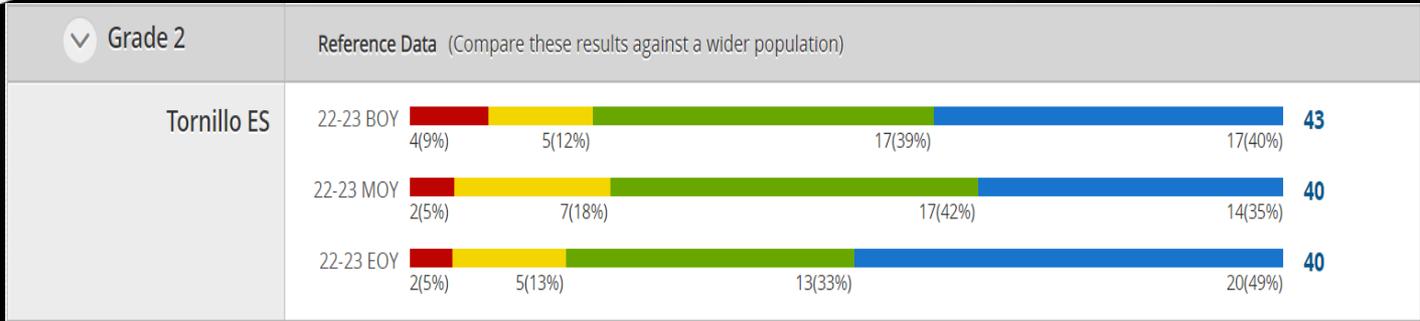
All Students (Mono & DL take English version)

Second Grade

2 nd Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 13 students	33% 4	54% 7 stu	84% 11 stud	50% 6	23% 3 stu	0% 0 stud	17% 2	23% 3 stu	15% 2 stud
Lectura- Dual Language 41 students	77% 34	76% 31	81% 33 stud	11% 5	17% 7 stu	12% 5 stu	11% 5	7% 3 stu	7% 3 stud
Dual Language (English) 41 students	30% 13	51% 21 stu	70% 29 stud	11% 5	20% 8 stu	15% 6 stud	59% 26	29% 12 stud	15% 6 stud
Total Students 54 students	68% 38	70% 38 stu	82% 44 stud	20% 11	19% 10 stu	9% 5 stud	13% 7	11% 6 stu	9% 5 stud

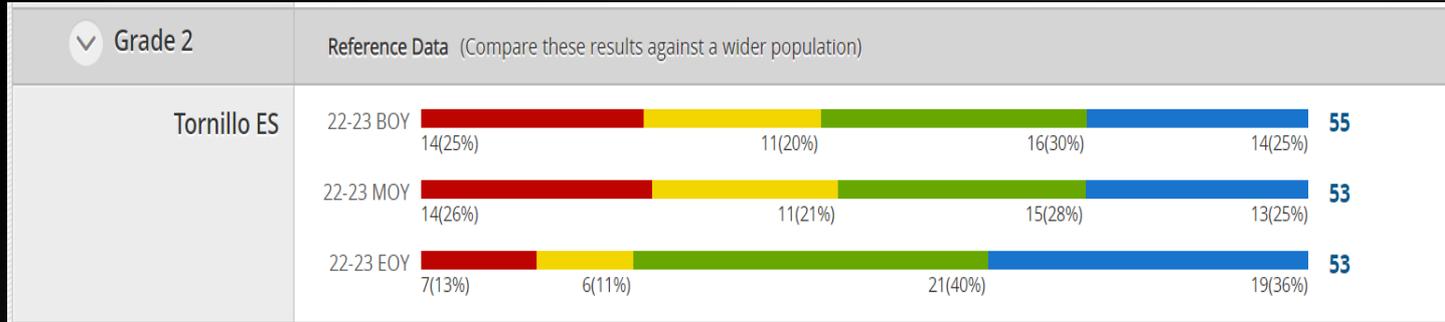
2022-2023 2 nd Grade Istation Math									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 13 students	42% 5	54% 7 stu	66% 8 stud	25% 3	8% 1 stu	23% 3 stud	33% 4	38% 5 stud	15% 2 stud
Dual Language 41 students	10% 4	5% 2 stu	22% 9 stud	21% 9	39% 16 stu	46% 19 stud	69% 29	56% 23 stu	32% 13 stud
Total Students 54 students	17% 9	17% 9 stu	31% 17 stud	22% 12	31% 17 stu	41% 22 stud	61% 33	52% 28 stu	28% 15 stud

2nd Grade At-a-Glance Reading



DL Students Only

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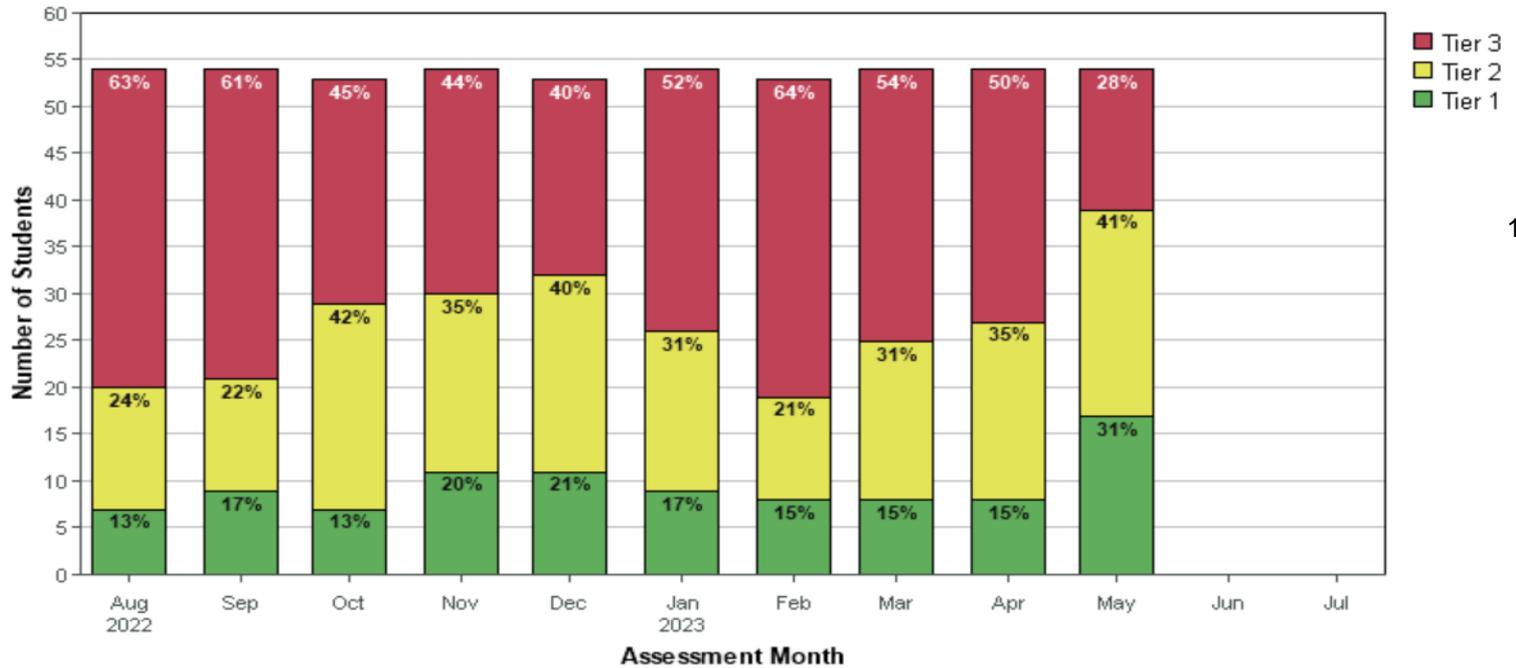


All Students

2nd Grade At-a-Glance Sample

Tornillo Ind School District - 2022/2023

2nd Grade - Overall Math



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All Students (Mono & DL take English version)

Pre-Kinder CLI

Pre-Kinder CLI Assessment						
	On-Track		Monitor		Needs Support	
	MOY	EOY	MOY	EOY	MOY	EOY
Lectura (20 students)	20 out of 21	19 out of 20	0 out of 20	0 out of 20	1 out of 21	1 out of 20
Matematicas (20 students)	20 out of 21	19 out of 20	0 out of 20	0 out of 20	1 out of 21	1 out of 20
Reading (20 students)	15 out of 21	10 out of 20	0 out of 20	0 out of 20	6 out of 21	10 out of 20
Math (20 students)	19 out 21	21 out of 20	0 out of 20	0 out of 20	2 out of 21	0 out of 20

Next Steps...



Areas of Strength

- 1st Grade Reading (Monolingual & DL Classrooms)
- Dyslexia Screener Completed for all 1st & Kinder Grade Students

• Areas of Concern

- Tier 3- Kinder Monolingual Reading (4 students, first year in school)
- (Well Below Students- identified in Tier 3 in PK & Kinder)→RTI Team Recommended → Additional Academic Testing, Speech Referral, Targeted Intervention

• -Plan for Acceleration – Summer Resources

- Eureka Math (High Quality Instructional Materials), Kinder-2nd Grade
- Amplify Reading & K-12 Summit for Language
- Summer School, Mon-Friday (4 hours), Reading/Math/Language Development/ Loss of Credit



TORNILLO

EARLY COLLEGE
DISTRICT

Student Outcomes

**Spring May 2023
Staff & Student Climate Survey**

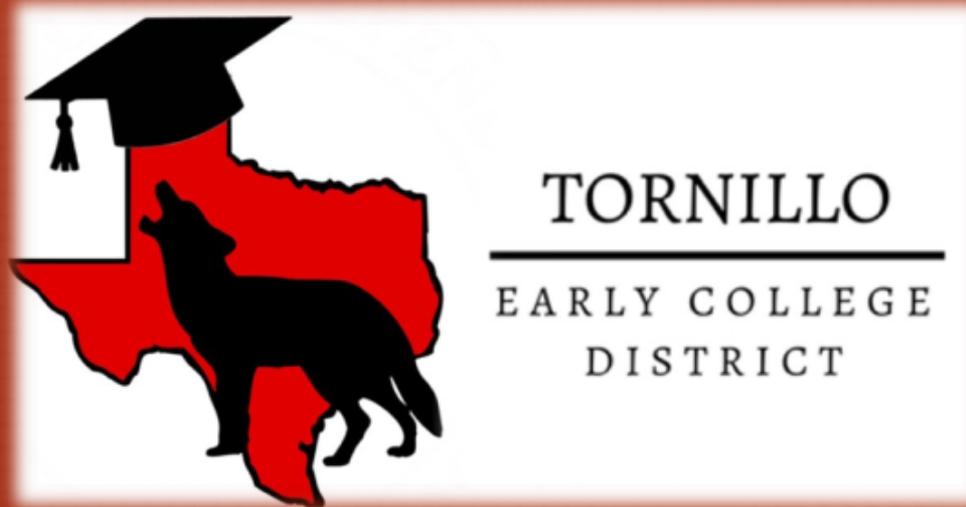
Introduction & Purpose

- Title 1 & TISD Positive Behavioral Interventions & Supports (PBIS): The School Climate Survey is a survey to measure student, teacher, administrator, and faculty perceptions of school climate at the beginning of the year to inform district and campus improvement teams the areas of strength and areas of focus for the year that will be progressed monitored throughout the year and measured once more at the end of the year.

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School Climate Survey

- The school climate survey is only required and recommended to be given to 3rd-12 Grade students. TISD included PK-2nd.
- A survey to provide schools with an overall understanding of how students perceive school climate along four dimensions: school connectedness, school safety, school orderliness, and peer and adult relations.
- A survey to provide school with an overall understanding of how staff perceive school climate along six dimensions: Staff Connectedness, Structure for Learning, School Safety, Physical Environment, Peer/adult Relations, and Parental Involvement.



Tornillo Elementary

**Spring May 2023
Staff & Student Climate Survey**

Elementary PK-2nd

	Count	Percentage
2022-2023	163	100%
Total	163	100%

Student 2 Areas of Strength

• Question #9

“I feel that I am provided on grade level rigorous instruction.”

156 out of 163 students
95.71% Strongly Agree

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	156	95.71%
Agree (De acuerdo)	7	4.29%
Disagree (Desacuerdo)	0	0%
Strongly Disagree (Muy Desacuerdo)	0	0%
Total	163	100%

• Question #13

“I feel that my school encourages all students to care and understand how others think & feel.”

157 out of 163 students
96.32% Strongly Agree

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	157	96.32%
Agree (De acuerdo)	6	3.68%
Disagree (Desacuerdo)	0	0%
Strongly Disagree (Muy Desacuerdo)	0	0%
Total	163	100%

Student 2 Areas of Focus

• Question #7

“At my school, students interact respectfully with peers & adults.”

136 out of 156 students
83.44% Strongly Agree

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	136	83.44%
Agree (De acuerdo)	26	15.95%
Disagree (Desacuerdo)	1	0.61%
Strongly Disagree (Muy Desacuerdo)	0	0%
Total	163	100%

• Question #6

“At my school, I have a sense of belonging and unity.”

140 out of 163 students Agree or Strongly Agree -> 85.89%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	140	85.89%
Agree (De acuerdo)	22	13.5%
Disagree (Desacuerdo)	1	0.61%
Strongly Disagree (Muy Desacuerdo)	0	0%
Total	163	100%

Elementary PK-2nd

	Count	Percentage
2022-2023	16	100%
Total	16	100%

Staff 2 Areas of Strength

• Question #12

“I feel that teachers make it clear to students that bullying is not tolerated.”

11 out of 16 -> 68.75% Strongly Agree

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	11	68.75%
Agree (De acuerdo)	5	31.25%
Disagree (Desacuerdo)	0	0%

• Question #11

“If another student was bullying another student, students would tell one of the teachers or staff in my school.”

11 out of 16 Strongly Agree ->68.75%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	11	68.75%
Agree (De acuerdo)	5	31.25%
Disagree (Desacuerdo)	0	0%

Staff 2 Areas of Focus

• Question #4

“My colleagues treat students fairly, have high expectations, & clear rules are set.”

-93.85% 17 out of 18 Agree/Strongly Agree

-1 Persons Disagree -> 6.25%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	9	56.25%
Agree (De acuerdo)	6	37.5%
Disagree (Desacuerdo)	1	6.25%

• Question #1

“I feel safe and secure at work.”

-87.50% Agree/Strongly Agree

-2 Persons Disagree -> 12.5%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	5	31.25%
Agree (De acuerdo)	9	56.25%
Disagree (Desacuerdo)	2	12.5%

Elementary PK-2nd

	Count	Percentage
2022-2023	97	100%
Total	97	100%

Parents 2 Areas of Strength

• Question #7

“In my student’s school, students interact respectfully with peers & adults.”

95 Agree/Strongly Agree → 97.94%

2 Persons Disagreed

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	57	58.76%
Agree (De acuerdo)	38	39.18%
Disagree (Desacuerdo)	2	2.06%

• Question #8

“I feel that my student(s) are being prepared for post-secondary & workforce readiness.”

94 Agree/Strongly Agree Strongly Agree - >96.91%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	52	53.61%
Agree (De acuerdo)	42	43.3%
Disagree (Desacuerdo)	3	3.09%

Parents 2 Areas of Focus

• Question #11

“If another student was bullying my student, other students would tell one of the teachers or staff in their school.”

-91.76% Agree/Strongly Agree

-8 Persons Disagree -> 8.25%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	49	50.52%
Agree (De acuerdo)	40	41.24%
Disagree (Desacuerdo)	6	6.19%
Strongly Disagree (Muy Desacuerdo)	2	2.06%
Total	97	100%

• Question #1

“I feel safe and secure at work.”

-86.80% Agree/Strongly Agree

-14 Persons Disagree -> 13.40%

	Count	Percentage
Strongly Agree (Totalmente de acuerdo)	40	41.24%
Agree (De acuerdo)	44	45.36%
Disagree (Desacuerdo)	8	8.25%
Strongly Disagree (Muy Desacuerdo)	5	5.15%
Total	97	100%

Elementary PK-2nd Next Steps

Student Next Steps

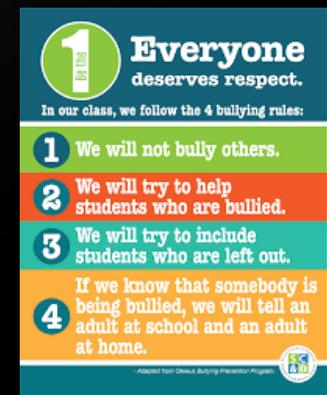
- Buddy Bench
- New Student Group
- Ways to Make a Friend
- Rhythm App/Curriculum

Staff Next Steps

- Mentoring Opportunities
- Lead Teachers
- PD Development & Training
- Frequently Review all Safety Protocols

Parents Next Steps

- How to Report → Anonymous Alerts, Administration, Teacher
- Anti-Bullying Message → “If you See Something, Say Something.”



QUESTIONS





TORNILLO

EARLY COLLEGE
DISTRICT

Tornillo Intermediate

Spring May 2023
Staff & Student Climate Survey

Tornillo Intermediate School 3rd-5th

Student 2 Areas of Strength

"I feel that I can tell teachers when other students are being bullied."

70% Strongly Agree & 22% Agree BOY

"I am aware of the resources available that allow me to make a positive contribution to my learning outcomes."

63.12% Strongly Agree 35.46%

"I feel that my teachers make it clear to all students that bullying is not tolerated."

74% Strongly Agree 20% Agree BOY

"I feel that my school encourages all students to care and understand about how others think and feel."

66.67% Strongly agree 28.37% Agree EOY

Student 2 Areas of Focus & Next Steps

"At my school students interact respectfully with peers and adults."

35% Strongly Agree 34% Agree BOY

38.3% Strongly Agree 38.3% Agree EOY

Meet with students & adults in our building to get ideas on how to work on this. This has been a focus for our campus since last year & we are not seeing the data to see evidence of this.

"If another student was bullying me, I would tell one of the teachers or staff in my school."

65% Strongly agree 19% Agree BOY

63.12% Strongly Agree 20.57% Agree EOY

Dig deeper into the data to determine what group of students are feeling this way since the majority of students strongly agree. Continue circles & SEL lessons.

Tornillo Intermediate School 3rd-5th

Staff 2 Areas of Strength

“My position allows me to make a positive contribution to student outcomes.”

80% Strongly Agree & 15% Agree BOY

“In our school, students are provided on grade level rigorous instruction.”

92% Strongly Agree EOY

“I feel that teachers make it clear to students that bullying is not tolerated.”

75% Strongly Agree & 15% Agree BOY

“I feel that my role and duties contribute positively to the student outcomes.”

67% strongly agree 33% Agree

Staff 2 Areas of Focus & Next Steps

“I feel safe and secure at work.”

35% strongly agree, 60% agree BOY

68.75% strongly agree 25% Agree EOY

Implement safety protocols, the safety of students & staff is everyone's responsibility.

“In my work place, students interact respectfully with peers and adults.”

40% Strongly Agree, 45% Agree BOY

75% Strongly Agree 12.45% Agree EOY

We have been conducting SEL lessons daily, we have circles, when there is a disagreement between students we conduct a shorter circle to address the concern, engaging with staff as to how we can improve on this.

Tornillo Intermediate 3rd-5th

Parents Areas of Strength

“I feel that my student(s) are being prepared for post—secondary and workforce readiness.”

18.18% Strongly Agree 72.73% Agree

“I feel that my student(s) school offers a well maintained and welcoming learning environment.”

18.18% Strongly Agree 72.73% Agree

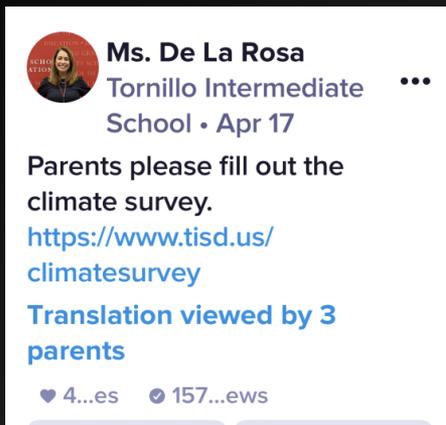
Parents 2 Areas of Focus & Next Steps

“I feel that my student(s) school encourages all students to care and understand about how others think and feel.”

9% Strongly Agree 64% Agree

“My student(s) are provided on grade level rigorous instruction.”

18% Strongly agree 64% Agree



11 parents responded to our survey

QUESTIONS





TORNILLO

EARLY COLLEGE
DISTRICT

Tornillo Junior High

Spring May 2023
Staff & Student Climate Survey

6th – 8th Staff

2 Areas of Strength

- My position allows me to make a positive contribution to student outcomes.
 $52.94 + 47.06 = 100\%$
- I feel safe and secure at work.
 $29.41 + 64.71 = 94.12\%$

2 Areas of Focus

- In my work place, students interact respectfully with peers and adults
 $23.53 + 35.29 = 58.82\%$
Fall to Spring: 50% to 58.82%
- If a student was bullying another student, students would tell one of the teachers or staff in my school.
 $35.29 + 41.18 = 76.47\%$

34

6th – 8th Students

2 Areas of Strength

- I am treated fairly, have high expectations and clear rules are set.

$$18.75 + 65.97 = 84.72\%$$

- I feel that I am being prepared for post-secondary and workforce readiness.

$$20.14 + 64.58 = 84.72\%$$

2 Areas of Focus

- At my school, students interact respectfully with peers and adults.

$$10.42 + 43.06 = 53.48\%$$

35

- If another student was bullying me, I would tell one of the teachers or staff in my school.

$$20.14 + 54.17 = 74.31\%$$

Next Steps

- Faculty and staff feel they contribute positively to student outcomes
- Changes enhancing sense of safety and security
- SEL lessons continue during 1st period
- Counselor lessons during PE/Health classes on Monday
- Individual and group lessons
- Consequences for bullying and disrespectful behaviors
- Incentives for students who meet behavior expectations
- Outreach to parents / guardians

QUESTIONS





TORNILLO

EARLY COLLEGE
DISTRICT

Tornillo High School

Spring May 2023
Staff & Student Climate Survey

High School (Parent)

15

Areas of Strength

Q2. I feel there are opportunities to be involved in my child's education

Strongly agree 20%

Agree 53.33%

Disagree 26.67%

Strongly Disagree 0%

Q3. I am aware of the resources available that allows me to make positive contributions to student outcomes.

Strongly Agree 13.33%

Agree 73.33%

Disagree 13.33%

Strongly Disagree 0%

Areas of Refinement

Q11. If another student was bullying my student(s), other student(s) would tell one of the teachers or staff in their school.

Strongly agree 26.67%

Agree 13.33%

Disagree 40%

Strongly Disagree 20%

Q12. I feel my student(s) teachers make it clear to all students that bullying is not tolerated.

Strongly agree 20%

Agree 26.67%

Disagree 26.67%

Strongly Disagree 26.67%

39

Next Steps

- Student lessons will be presented to all grade levels.
- On-going SEL activities during the school day.
- Teachers will be provided with tools and lessons during PLC's and Staff development opportunities.

High School (Student)¹⁵⁴

Areas of Strength

Q1. I feel safe at school.

Strongly agree 24.68%

Agree 64.94%

Disagree 8.44%

Strongly Disagree 1.95%

Q3. I am aware of the resources available that allow me to positively contribute to my learning outcomes.

Strongly agree 18.83%

Agree 72.08%

Disagree 8.44%

Strongly Disagree .065%

Q9. I feel that I am provided on grade level rigorous instruction.

Strongly agree 18.83%

Agree 74.03%

Disagree 6.49%

Strongly Disagree .65%

Areas of Refinement

Q7. At my school. Students interact respectfully with peers and adults.

Strongly agree 17.53%

Agree 54.55%

Disagree 24.03%

Strongly Disagree 3.9%

Q11. If another student was bullying me, I would tell one of the teachers or staff in my school.

Strongly agree 20.78%

Agree 56.49%

Disagree 17.53%

Strongly Disagree 5.19%

Next Steps

- Boxes will be placed in common areas for students to report bullying.
- We will identify and go over positive ways to interact respectfully with one another.
- Meetings with students will be held by grade level on a monthly basis in order to go over campus needs and deliver appropriate lessons.

42

High School (Staff)²²

Areas of Strength

Q2. I am provided with opportunities to grow professionally.

Strongly agree 40.91%

Agree 54.55%

Disagree 4.55%

Strongly Disagree 0%

Q3. My position allows me to make positive contributions to student outcomes.

Strongly agree 68.18%

Agree 27.27%

Disagree 4.55%

Strongly Disagree 0%

Areas of Refinement

Q11. If another student was bullying another student, student's would tell one of the teachers or staff in my school.

Strongly agree 27.27%

Agree 50.0%

Disagree 22.73%

Strongly Disagree 0%

Q8 In my work place, students interact respectfully with peers and adults.

Strongly agree 36.36%

Agree 45.45%

Disagree 9.09%

Strongly Disagree 9.09%

Next Steps

- We will go over the suggestion boxes in the campus and encourage students to report bullying at all levels.
- Professional development activities will be provided for staff on positive interaction with students and peers.

QUESTIONS



TIME USE TRACKER

Date: April 26, 2023

Framework	Student Outcome Minutes	The Board tracks its time invested during public authorized meetings	Other Topic Minutes
Vision & Goals	21	← 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 →	57
Progress & Accountability	1	← Minutes performing Board self-evaluations using the LSG Integrity Instrument ← Minutes evaluating the Superintendent on student outcome goals, GPMs, constraints, and CPMs	46
		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 →	25
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 →	2
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	24
Other		Any time spent on an activity that does not meet the conditions listed above →	7
TOTALS	23		91

Use For Student Outcome Minutes Percentage Calculation:

23

÷

114

× 100 =

20

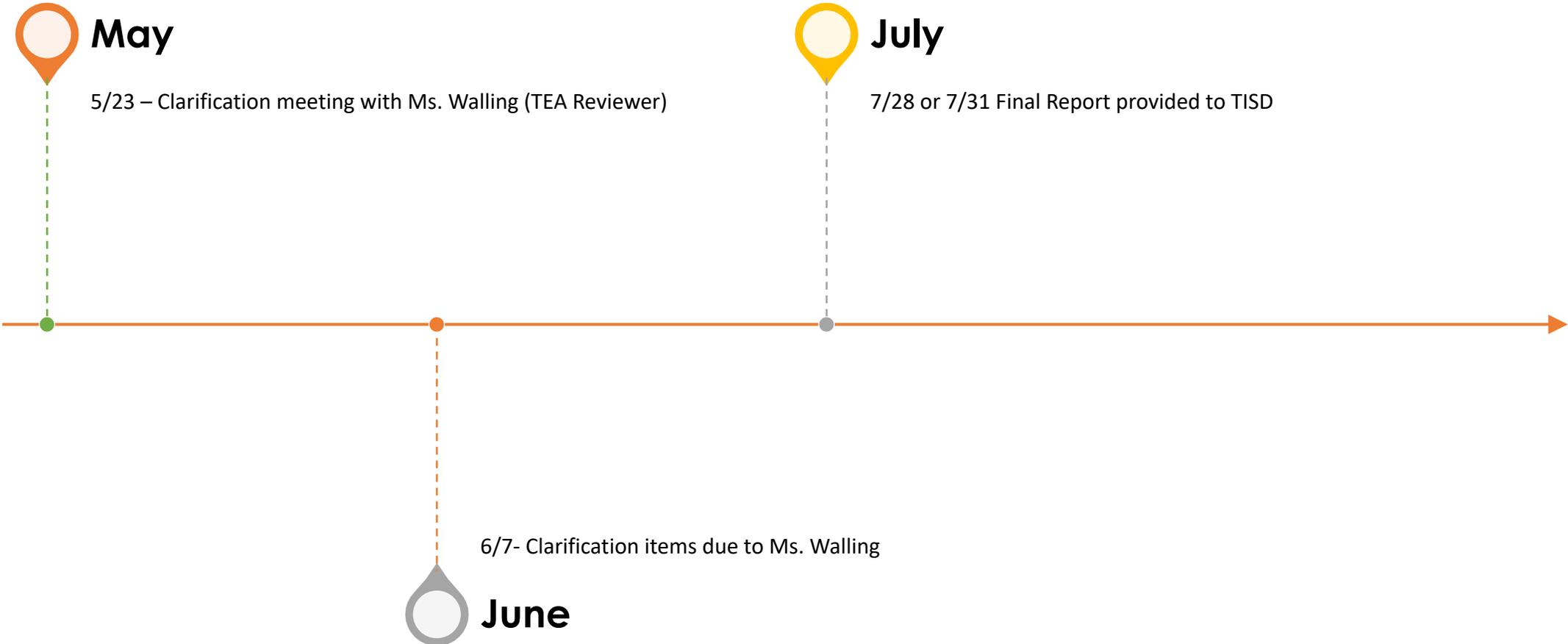
% Student Outcome Minutes



Special Education Cyclical Review- Clarification Items 2023 -2024

May 31, 2023

Clarification Timeline



Clarification Items

Student(s)#	Compliance Area:	Folder Review	TEA Clarification Questions/Supplemental Documentation Request	LEA's Response(s) Requests
11, 12, 13, 14, 15, 16, 19, 20	ARD meeting was held prior to student's 14th birthday. 19 TAC § 89.1055(h); TEC § 29.0111	Was the student's first transition ARD committee meeting held prior to his/her 14th birthday?	Please provide documentation that student's first transition ARDs were held before their 14th birthday.	
9, 10	34 CFR §300.320 (a)(2)(i) There is alignment between the educational needs identified in the IEP and the annual goals.	Does the IEP include a statement of measurable annual goals designed to meet the student's needs related to the disability to enable the student to be involved in and make progress in the general education curriculum and to meet the student's other educational needs that result from the disability?	Please provide evidence that each student has measurable annual goals that align to the educational needs identified in the IEP.	
13, 17	34 CFR § 300.324(b)(1)(i) IEP meeting dates are within one year	Is the date of the annual IEP within one calendar year of the previous IEP?	Please provide evidence that each student has an annual IEP within one calendar year of the previous IEP.	

20 total files selected by TEA: 10 elementary and 10 secondary
Students identified by number assigned by TEA

Clarification Items 1

11, 12, 13, 14, 15, 16, 19, 20	ARD meeting was held prior to student's 14th birthday. 19 TAC § 89.1055(h); TEC § 29.0111	Was the student's first transition ARD committee meeting held prior to his/her 14th birthday?	Please provide documentation that student's first transition ARDs were held before their 14th birthday.	
-----------------------------------	--	---	---	--

19- Fisd had actually conducted the transition ARD on time, just not noted in Tisd paperwork
 11, 12, 13, 14, 15, 16, & 20 should have been held prior to 19-20 before they turned 14- I held the 1st transition ARD when I arrived which was after they turned 14

This item will have a Correction Action Plan (CAP)

Clarification Items 2

9, 10	34 CFR §300.320 (a)(2)(i) There is alignment between the educational needs identified in the IEP and the annual goals.	Does the IEP include a statement of measurable annual goals designed to meet the student's needs related to the disability to enable the student to be involved in and make progress in the general education curriculum and to meet the student's other educational needs that result from the disability?	Please provide evidence that each student has measurable annual goals that align to the educational needs identified in the IEP.
-------	---	---	---

9, 10 are speech students, already had discussed with our speech therapist on how to improve on goals/objectives when the audit began. These will be taken care of through amendments

No Corrective Action Plan will be needed

Clarification Items 3

13, 17	34 CFR § 300.324(b)(1)(i) IEP meeting dates are within one year	Is the date of the annual IEP within one calendar year of the previous IEP?	Please provide evidence that each student has an annual IEP within one calendar year of the previous IEP.	
--------	--	---	--	--

17 provided the incorrect annual, will re-submit correct annual

13 student had attendance issues; will go to ARD to recommend compensatory services which could be denied by the family as student is showing success in the Coyote Academy
Corrective Action may not be needed as this is only incident.

Corrective Action Plans are required for 2 more instances.

Corrective Action Plan

Unsure of format to provide TEA at this time, here is what has been put in place since Ms. Miramontes began 19-20 SY:

- BOY training on Annual ARD process to include Transition paperwork for the middle/high school
- Region 19 trained teachers on Transition 20-21, 21-22 (not the COVID year)
- 22-23 SY indicated on the annual list which ARDs are Annual/Re-evals/Transition/REED etc.
- 23-24 SY annual list will also include students age 13, that will turn 14 within that school year along with indicating which ARDs are Annual/Re-evals/Transition/REED etc

Dyslexia Review

Paperwork submitted April 10th	No contact at this time as of 5/24/2023
Clarification may be needed	Final report could be provided by July 28 th /31 st if no clarification is needed





FINANCIAL REPORTS

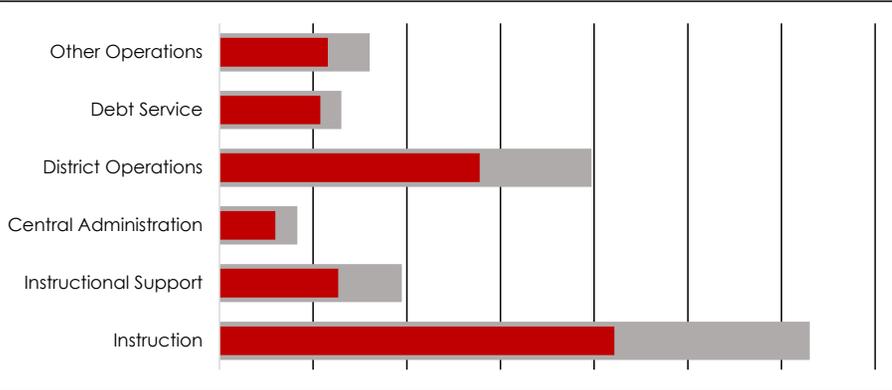
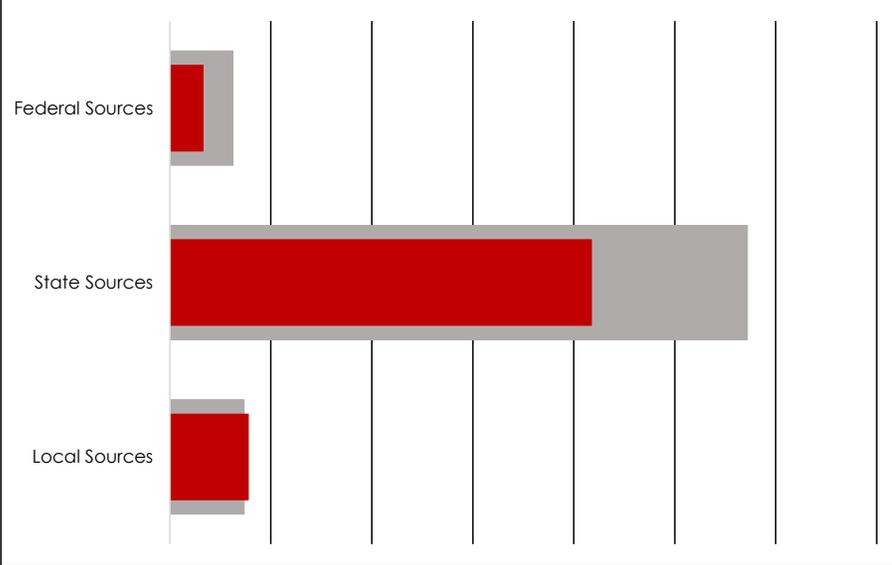
FOR THE MONTH ENDING APRIL, 2023

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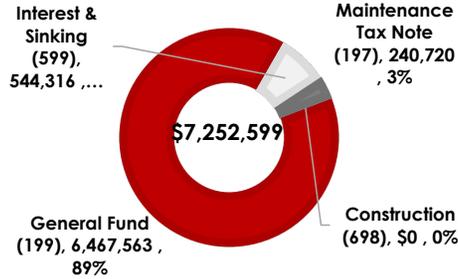
TORNILLO INDEPENDENT SCHOOL DISTRICT
BOARD FINANCIAL REPORT SUMMARY
 As of April 30, 2023

Board Adopted Revenue and Expenditures

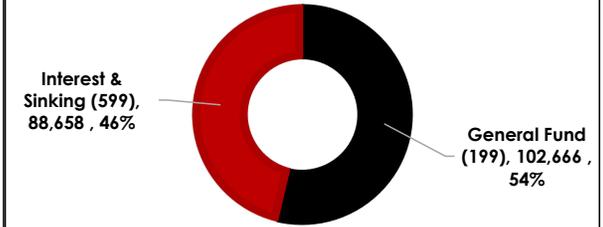


Banking and Investment Pools

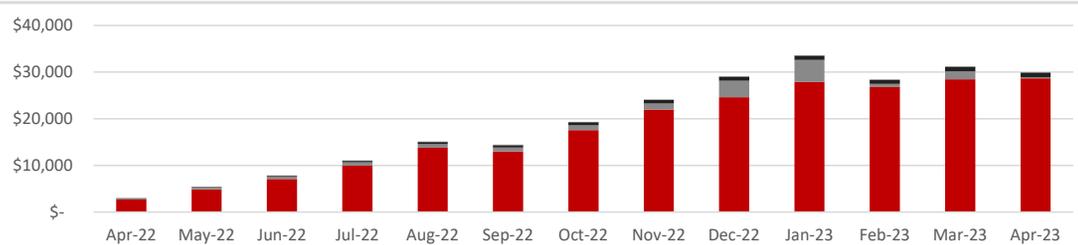
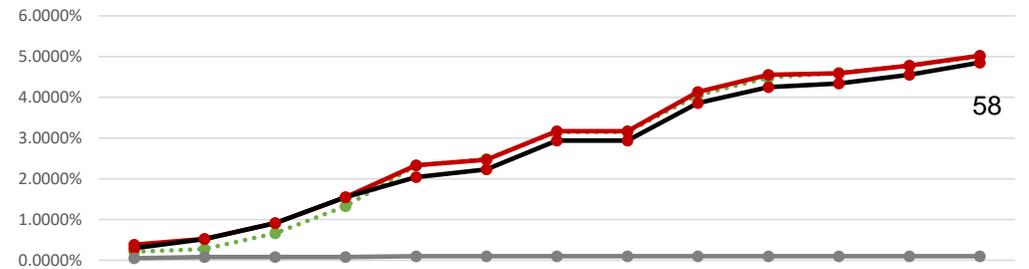
LONE STAR INVESTMENTS



WESTSTAR BANK

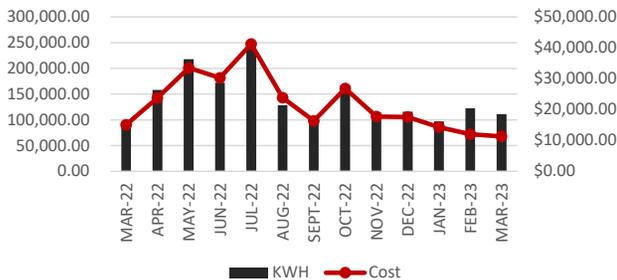


Investment Rate and Interest Revenue Trends

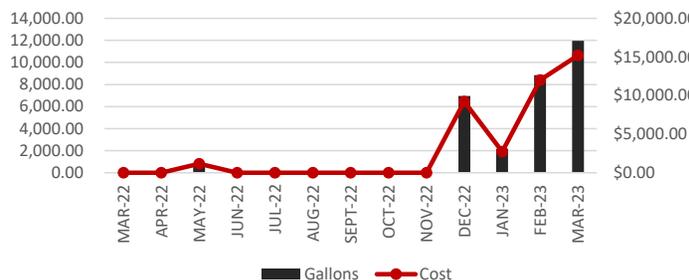


Utilities

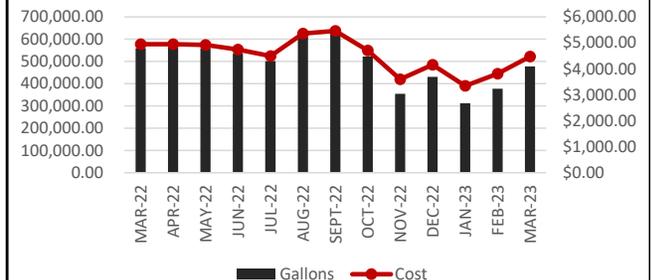
ELECTRICITY



PROPANE



WATER

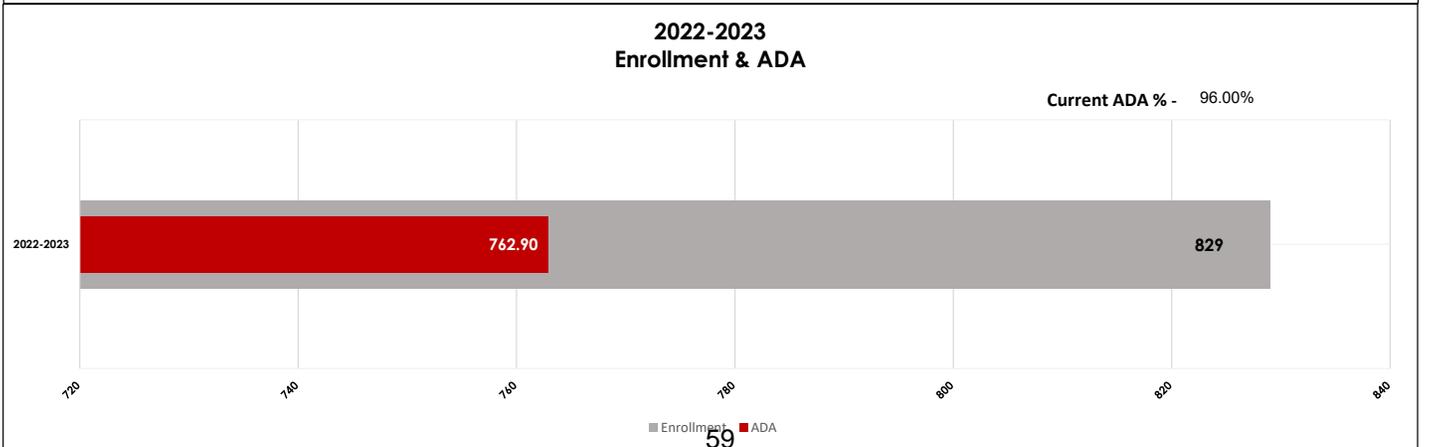
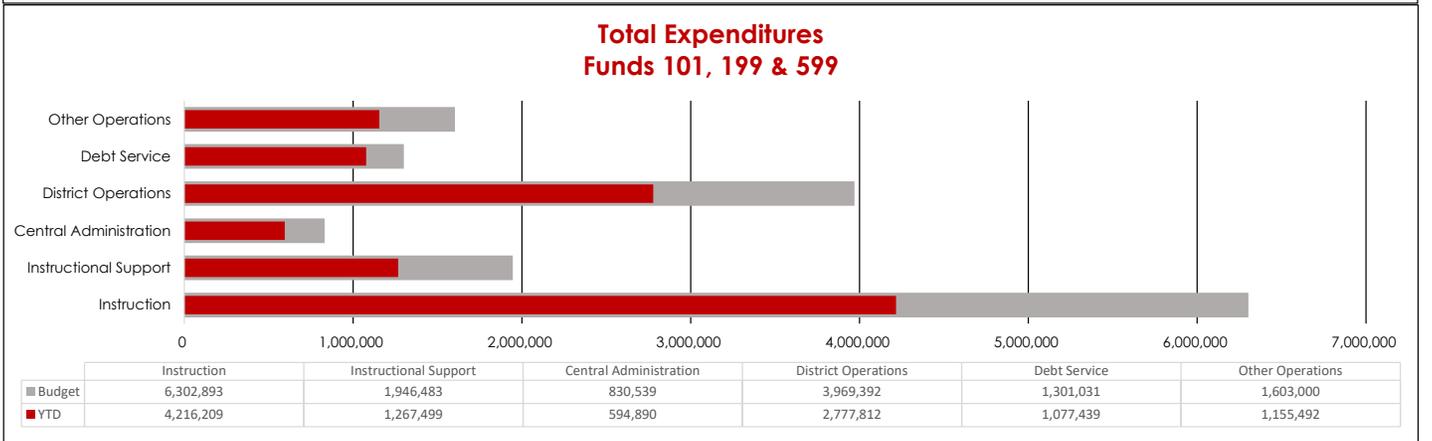
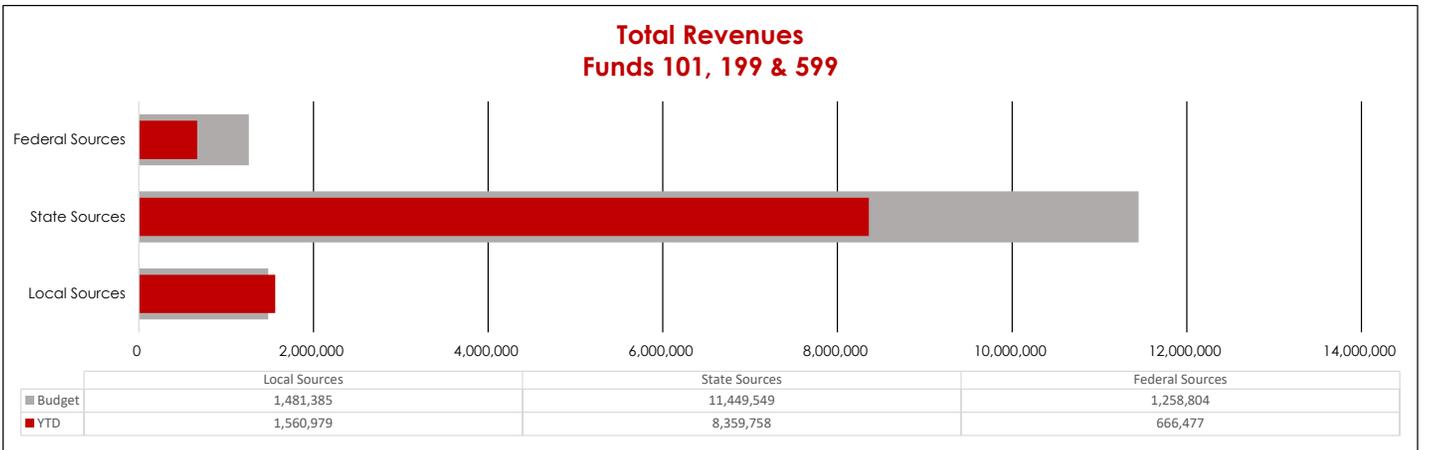


TORNILLO INDEPENDENT SCHOOL DISTRICT

Revenues & Expenditures

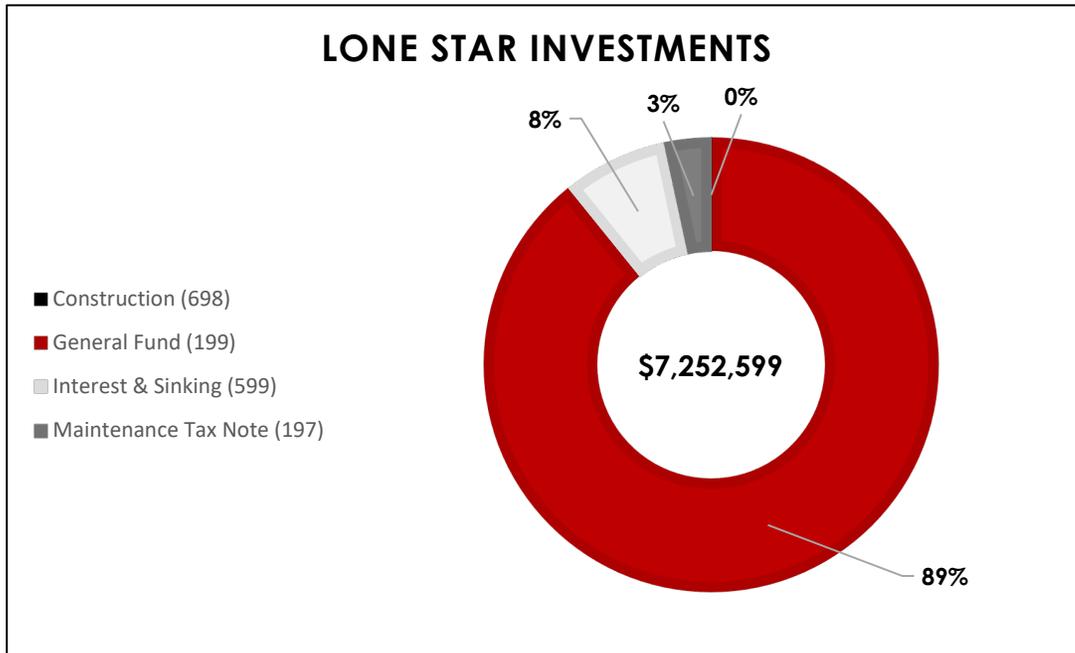
As of April 30, 2023

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	51,000	53,628	(2,628)	1,008,194	1,062,292	(54,098)	422,191	445,059	(22,868)	1,481,385	1,560,979	(79,594)
State Sources	3,600	3,004	596	10,567,109	7,490,627	3,076,482	878,840	866,127	12,713	11,449,549	8,359,758	3,089,791
Federal Sources	938,804	497,563	441,241	320,000	168,914	151,086	0	0	0	1,258,804	666,477	592,326
Total Revenue:	993,404	554,195	439,208	11,895,303	8,721,833	3,173,470	1,301,031	1,311,186	(10,155)	14,189,738	10,587,214	3,602,523
EXPENSES												
Instruction	0	0	0	6,302,893	4,216,209	2,086,684	0	0	0	6,302,893	4,216,209	2,086,684
Instructional Support	0	0	0	1,946,483	1,267,499	678,984	0	0	0	1,946,483	1,267,499	678,984
Central Administration	0	0	0	830,539	594,890	235,649	0	0	0	830,539	594,890	235,649
District Operations	993,404	758,951	234,453	2,975,988	2,018,861	957,127	0	0	0	3,969,392	2,777,812	1,191,580
Debt Service	0	0	0	0	0	0	1,301,031	1,077,439	223,593	1,301,031	1,077,439	223,593
Other Operations	0	0	0	1,603,000	1,155,492	447,508	0	0	0	1,603,000	1,155,492	447,508
Total Expenses:	993,404	758,951	234,453	13,658,903	9,252,950	4,405,953	1,301,031	1,077,439	223,593	15,953,338	11,089,339	4,863,998

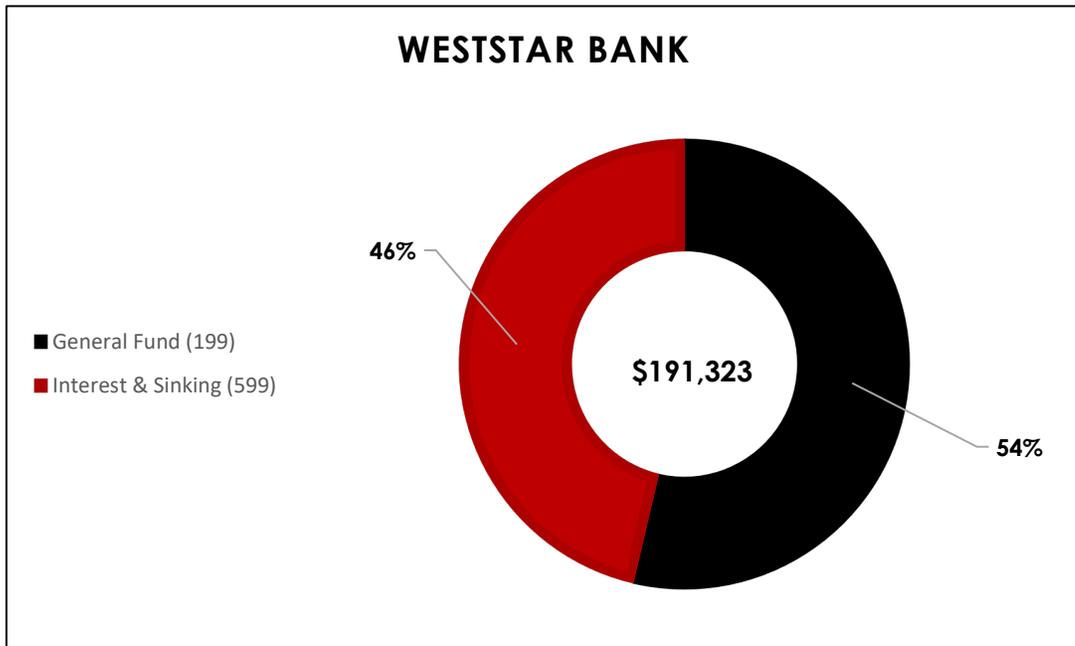


TORNILLO INDEPENDENT SCHOOL DISTRICT

As of April 30, 2023



Account	Beg. Bal.	End. Bal.	Change
Construction (698)	\$0	\$0	\$0
General Fund (199)	7,526,771	6,467,563	(1,059,208)
Interest & Sinking (599)	542,088	544,316	2,228
Maintenance Tax Note (197)	239,735	240,720	985
Lone Star Investment Pool	\$7,715,138	\$7,252,599	(\$462,540)



Account	Beg. Bal.	End. Bal.	Change
General Fund (199)	127,415	102,666	(24,750)
Interest & Sinking (599)	69,914	88,658	12,074
WestStar Bank	\$203,999	\$191,323	(\$12,675)

TORNILLO INDEPENDENT SCHOOL DISTRICT

GENERAL FUND - CASH FLOW

As of April 30, 2023

Beginning Balance \$ 127,415

Day	Taxes	Deposits	Interest	Transfers	IRS	TRS	Payroll	Checks Cleared	Fees	Balance
01										\$ 127,415
02			16							\$ 127,431
03		362		200,000				(11,565)		\$ 316,228
04	10,622	205						(20,146)		\$ 306,910
05		163		300,000		(120,174)		(27,388)		\$ 459,510
06		249						(109,512)		\$ 350,247
07		585						(16,311)		\$ 334,522
08										\$ 334,522
09										\$ 334,522
10								(188,039)		\$ 146,483
11	3,445	84						(23,482)		\$ 126,530
12		38		400,000			(318,815)	(22,644)		\$ 185,109
13		1,189				(43,506)		(8,429)		\$ 134,363
14		112,681		200,000	(38,921)		(579)	(11,854)	(507)	\$ 395,182
15										\$ 395,182
16										\$ 395,182
17		773						(29,994)		\$ 365,961
18		68,878						(133,942)		\$ 300,897
19	4,610	48						(11,317)		\$ 294,238
20		1,488		600,000			(489,415)	(112,359)		\$ 293,952
21		2,445				(127)		(32,088)		\$ 264,183
22										\$ 264,183
23										\$ 264,183
24		94						(3,415)		\$ 260,861
25		1,160						(18,966)		\$ 243,055
26		273						(1,559)		\$ 241,769
27	4,639	239			(12,637)			(201)		\$ 233,809
28		104			(38,577)		(579)	(92,096)		\$ 102,661
29										\$ 102,661
30			21							\$ 102,681
Ending Balance \$ 102,681										

Tornillo Independent School District

Monthly Summary of Investments

As of April 30, 2023

Fnd-Obj	ACCOUNT NAME	BEGINNING	DEPOSITS	CHECKS	INTEREST	ENDING	INTEREST RATE
		BALANCE				BALANCE	
		4/1/2023				4/30/2023	
199-1110	General Operating	\$ 127,415.37	1,915,374.19	1,940,144.58	20.68	\$ 102,665.66	0.10%
197-1107	Maintenance Tax Note	\$ 239,734.57	0.00	0.00	985.28	\$ 240,719.85	4.7718%
199-1107	Lone Star Inv. Pool#1	\$ 7,526,770.56	612,106.05	1,700,000.00	28,686.31	\$ 6,467,562.92	4.7718%
698-1107	Lone Star Inv. Pool/Capital Projects	\$ -	0.00	0.00	0.00	\$ -	4.7718%
599-1110	Interest and Sinking	\$ 76,583.27	12,067.99	0.00	6.48	\$ 88,657.74	0.10%
599-1107	Lone Star Inv. Pool/Int.&Sinking	\$ 542,086.06	0.00	0.00	2,228.05	\$ 544,314.11	4.7781%
599-1107	Lone Star Inv. Pool/I&S Government	\$ 1.73	0.00	0.00	0.01	\$ 1.74	4.7781%
		\$ -				\$ -	
698-1107	Lone Star Inv. Pool/CP Government	\$ -	0.00	0.00	0.00	\$ -	4.5526%
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.

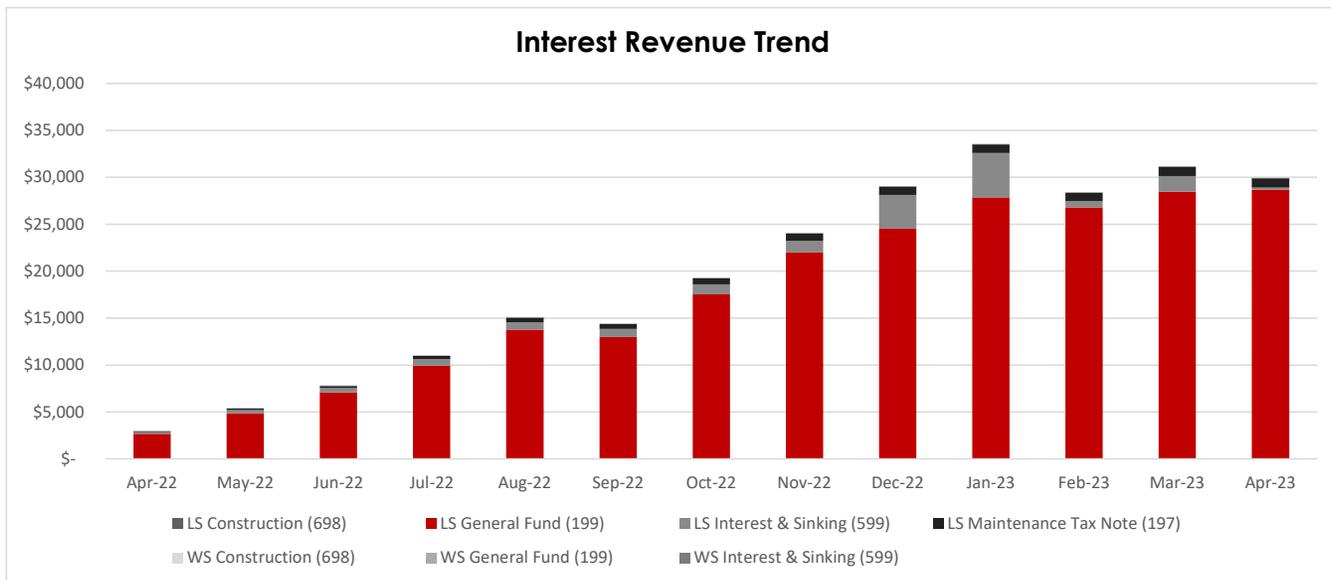
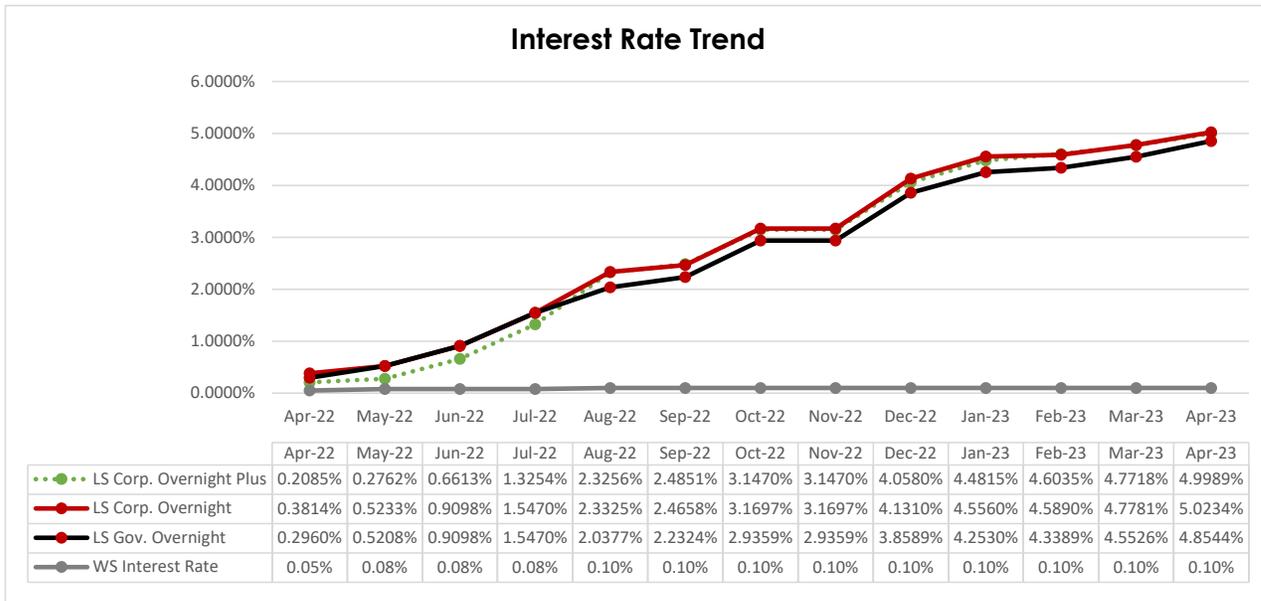


Luis Guerra, Director of Finance



TORNILLO INDEPENDENT SCHOOL DISTRICT

INTEREST RATE TRENDS



Participant #: 71908

Lone Star™ April 2023
Investment Pool **Monthly Statement**

Statement Period: 04/01/2023 to 04/30/2023

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	6,467,562.92	1.00	6,467,562.92	89.18%
Totals:				6,467,562.92	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Interest & Sinking Account	Corporate Overnight Fund	544,314.11	1.00	544,314.11	7.51%
	Government Overnight Fund	1.74	1.00	1.74	0.00%
Totals:				544,315.85	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Maintenance Tax Note 2008 - Fund 197	Corporate Overnight Fund	240,719.85	1.00	240,719.85	3.32%
Totals:				240,719.85	

Totals

Fund	Yield	Share Quantity	Price Per Share	Fund Balance (USD)	% Port.
Corporate Overnight Fund	5.00 %	7,252,596.88	1.00	7,252,596.88	100.00 %
Government Overnight Fund	0.00 %	1.74	1.00	1.74	0.00 %
Corporate Overnight Plus Fund	0.00 %	0.00	1.00	0.00	0.00 %
Total Value:				7,252,598.62	100.00 %

Portfolio Transactions

General Fund - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
04/01/2023	Starting Balance	7,526,770.56			7,526,770.56
04/03/2023	Deposit	7,938,406.37	411,635.81	1.00	411,635.81
04/03/2023	Deposit	7,947,225.63	8,819.26	1.00	8,819.26
04/03/2023	Withdrawal	7,747,225.63	-200,000.00	1.00	-200,000.00
04/05/2023	Deposit	7,750,229.77	3,004.14	1.00	3,004.14
04/05/2023	Withdrawal	7,450,229.77	-300,000.00	1.00	-300,000.00
04/11/2023	Deposit	7,538,597.27	88,367.50	1.00	88,367.50

General Fund - Corporate Overnight Fund (Continued)

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
04/12/2023	Withdrawal	7,138,597.27	-400,000.00	1.00	-400,000.00
04/14/2023	Withdrawal	6,938,597.27	-200,000.00	1.00	-200,000.00
04/18/2023	Deposit	6,982,920.95	44,323.68	1.00	44,323.68
04/19/2023	Deposit	6,988,362.53	5,441.58	1.00	5,441.58
04/20/2023	Deposit	7,001,834.61	13,472.08	1.00	13,472.08
04/20/2023	Withdrawal	6,401,834.61	-600,000.00	1.00	-600,000.00
04/25/2023	Deposit	6,438,876.61	37,042.00	1.00	37,042.00
04/28/2023	Interest	6,467,562.92	28,686.31	1.00	28,686.31
04/30/2023	Ending Balance	6,467,562.92			6,467,562.92

Interest & Sinking Account - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
04/01/2023	Starting Balance	542,086.06			542,086.06
04/28/2023	Interest	544,314.11	2,228.05	1.00	2,228.05
04/30/2023	Ending Balance	544,314.11			544,314.11

Interest & Sinking Account - Government Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
04/01/2023	Starting Balance	1.73			1.73
04/28/2023	Interest	1.74	0.01	1.00	0.01
04/30/2023	Ending Balance	1.74			1.74

Maintenance Tax Note 2008 - Fund 197 - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
04/01/2023	Starting Balance	239,734.57			239,734.57
04/28/2023	Interest	240,719.85	985.28	1.00	985.28
04/30/2023	Ending Balance	240,719.85			240,719.85

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	20,082.17	11,791.27	17,853.07	55,064.83
Balance	\$ 22,207.50	\$ -	\$ 10,542.21	\$ -	\$ 32,749.71
Balance per EP Electric	\$ -	\$ -	\$ 10,542.21	\$ -	\$ 10,542.21
Write off contract expired	\$ 21,110.38				
Additional Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -

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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
8/31/2022		\$ (489.59)	\$ 939.42	\$ (449.83)	\$ -
9/9/2022			\$ 2,793.19		\$ 2,793.19

TORNILLO INDEPENDENT SCHOOL DISTRICT

\$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:

Check #	Amount	Vendor	Comments
158359	\$112,623.43	Vistacon III LLC	Board Approved
158363	\$75,000.00	Verge General Contractors	Board Approved
158387	\$102,061.24	Pride General Contractors	Board Approved
158387	\$112,623.43	Vistacon III LLC	Board Approved
158429	\$77,257.36	Vistacon III LLC	Board Approved

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

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556	04/14/2023	501023	Rosa Vega-Barrio	Issued	\$142.00	Employee Reimbursement Direct Deposit
557	04/20/2023	501203	Sandra Cruz	Issued	\$140.00	Employee Reimbursement Direct Deposit
558	04/20/2023	501157	Luis Guerra	Issued	\$292.00	Employee Reimbursement Direct Deposit
559	04/20/2023	501167	Iisha James	Issued	\$686.00	Employee Reimbursement Direct Deposit
560	04/27/2023	501023	Rosa Vega-Barrio	Issued	\$758.13	Employee Reimbursement Direct Deposit
158348	04/06/2023	10097	Communities In Schools El Paso Inc.	Issued	\$5,000.00	Paper Check
158349	04/06/2023	10138	El Paso Disposal, LP	Issued	\$1,922.98	Paper Check
158350	04/06/2023	10224	Flowers Baking Co.	Issued	\$145.60	Paper Check
158351	04/06/2023	10358	Hobby Lobby Stores	Issued	\$54.36	Paper Check
158352	04/06/2023	10543	Labatt Food Service	Issued	\$15,906.25	Paper Check
158353	04/06/2023	10657	Segovia'S Distributing, Inc.	Issued	\$1,423.40	Paper Check
158354	04/06/2023	10864	Walmart Community/Capital One	Issued	\$520.54	Paper Check
158355	04/06/2023	20022	Citibank	Issued	\$806.78	Paper Check
158356	04/06/2023	20022	Citibank	Issued	\$481.97	Paper Check
158357	04/06/2023	20206	Texas Excavation Safety System,	Issued	\$16.15	Paper Check
158358	04/06/2023	20353	Barnes and Noble Book Store	Issued	\$351.75	Paper Check
158359	04/06/2023	20607	Vistacon III, LLC	Void with Reissue	\$112,623.43	Paper Check
158360	04/06/2023	20662	Citibank	Issued	\$36.96	Paper Check
158361	04/06/2023	20876	GH Dairy El Paso	Issued	\$1,297.60	Paper Check
158362	04/06/2023	20966	Natalie Conover	Issued	\$903.50	Paper Check
158363	04/06/2023	20972	Verge General Contractors	Issued	\$75,000.00	Paper Check
158364	04/06/2023	20022	Citibank	Issued	\$243.96	Paper Check
158365	04/06/2023	20022	Citibank	Issued	\$392.10	Paper Check
158366	04/06/2023	20022	Citibank	Issued	\$487.92	Paper Check

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158367	04/06/2023	20022	Citibank	Issued	\$368.90	Paper Check
158368	04/06/2023	20022	Citibank	Issued	\$458.80	Paper Check
158369	04/06/2023	20022	Citibank	Issued	\$295.98	Paper Check
158370	04/06/2023	20022	Citibank	Issued	\$575.95	Paper Check
158371	04/06/2023	20022	Citibank	Issued	\$458.80	Paper Check
158372	04/06/2023	20022	Citibank	Issued	\$166.98	Paper Check
158373	04/06/2023	20338	Rio Seco Ag. LLC	Issued	\$530.00	Paper Check
158374	04/06/2023	20373	Pride General Contractors LLC	Issued	\$102,061.24	Paper Check
158375	04/06/2023	20963	Martin Olivas	Issued	\$1,425.00	Paper Check
158376	04/06/2023	20969	Virtual Technologies Inc.	Issued	\$8,522.00	Paper Check
158377	04/06/2023	10190	Fabens Oil Co.	Issued	\$225.68	Paper Check
158378	04/06/2023	10756	Texas Education Agency-MS	Issued	\$3,644.95	Paper Check
158379	04/06/2023	20022	Citibank	Issued	\$3,339.85	Paper Check
158380	04/06/2023	501160	Albert Realyvasquez	Issued	\$1,010.00	Paper Check
158382	04/06/2023	10190	Fabens Oil Co.	Issued	\$70.94	Paper Check
158383	04/06/2023	10808	Tornillo I.S.D. Cafeteria	Issued	\$631.50	Paper Check
158384	04/06/2023	20868	Round Rock Independent School District	Issued	\$150.00	Paper Check
158385	04/06/2023	20980	Stanton ISD	Issued	\$10,000.00	Paper Check
158387	04/11/2023	20607	Vistacon III, LLC	Issued	\$112,623.43	Paper Check
158388	04/14/2023	10013	Texas Department of Public Safety	Issued	\$5.00	Paper Check
158389	04/14/2023	10033	Apple, Inc.	Issued	\$6,771.00	Paper Check
158390	04/14/2023	10157	El Paso Zoo	Issued	\$487.00	Paper Check
158391	04/14/2023	10190	Fabens Oil Co.	Issued	\$2,642.12	Paper Check
158392	04/14/2023	10224	Flowers Baking Co.	Issued	\$370.40	Paper Check
158393	04/14/2023	10279	Govconnection, Inc.	Issued	\$5,757.60	Paper Check
158394	04/14/2023	10361	Home Depot Credit Services	Issued	\$537.71	Paper Check

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158395	04/14/2023	10543	Labatt Food Service	Issued	\$2,540.33	Paper Check
158396	04/14/2023	10630	Region 19 Education Service Center	Issued	\$325.00	Paper Check
158397	04/14/2023	10657	Segovia'S Distributing, Inc.	Issued	\$479.21	Paper Check
158398	04/14/2023	10808	Tornillo I.S.D. Cafeteria	Issued	\$1,570.00	Paper Check
158399	04/14/2023	20022	Citibank	Issued	\$259.98	Paper Check
158400	04/14/2023	20022	Citibank	Issued	\$141.25	Paper Check
158401	04/14/2023	20022	Citibank	Issued	\$56.25	Paper Check
158402	04/14/2023	20022	Citibank	Issued	\$53.75	Paper Check
158403	04/14/2023	20022	Citibank	Issued	\$58.75	Paper Check
158404	04/14/2023	20060	Nasco Education LLC	Issued	\$137.58	Paper Check
158405	04/14/2023	20169	El Paso County Water Improvement	Issued	\$4,473.96	Paper Check
158406	04/14/2023	20215	Spectrum Paper Co, Inc.	Issued	\$5,238.50	Paper Check
158407	04/14/2023	20572	Dell Marketing L.P.	Issued	\$2,250.00	Paper Check
158408	04/14/2023	20662	Citibank	Issued	\$160.33	Paper Check
158409	04/14/2023	20662	Citibank	Issued	\$451.84	Paper Check
158410	04/14/2023	20662	Citibank	Issued	\$199.97	Paper Check
158411	04/14/2023	20709	xSPEDite School Services	Issued	\$90.00	Paper Check
158412	04/14/2023	20876	GH Dairy El Paso	Issued	\$340.16	Paper Check
158413	04/14/2023	20969	Virtual Technologies Inc.	Issued	\$2,869.00	Paper Check
158414	04/14/2023	500987	Alonso Delgado	Issued	\$81.00	Paper Check
158415	04/14/2023	501096	Brandyn Flores	Issued	\$840.00	Paper Check
158416	04/14/2023	501199	Nayeli Mancinas De Galarza	Issued	\$10.45	Paper Check
158417	04/14/2023	500405	Albert Pinon	Issued	\$778.00	Paper Check
158418	04/14/2023	10045	Baker Glass	Issued	\$370.10	Paper Check
158419	04/14/2023	10054	Bernie Del Hierro	Issued	\$952.00	Paper Check
158420	04/14/2023	10190	Fabens Oil Co.	Issued	\$1,196.21	Paper Check

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158421	04/14/2023	10361	Home Depot Credit Services	Issued	\$1,600.64	Paper Check
158422	04/14/2023	20022	Citibank	Issued	\$1,739.85	Paper Check
158423	04/14/2023	20022	Citibank	Issued	\$237.96	Paper Check
158424	04/14/2023	20022	Citibank	Issued	\$477.90	Paper Check
158425	04/14/2023	20022	Citibank	Issued	\$159.00	Paper Check
158426	04/14/2023	20022	Citibank	Issued	\$519.96	Paper Check
158427	04/14/2023	20159	Maria Q. Saldaña	Issued	\$142.00	Paper Check
158428	04/14/2023	20160	Marlene Bullard	Issued	\$142.00	Paper Check
158429	04/14/2023	20607	Vistacon III, LLC	Issued	\$77,257.38	Paper Check
158430	04/14/2023	20821	Winsupply of West El Paso	Issued	\$1,485.00	Paper Check
158431	04/14/2023	20875	Ida Estrada	Issued	\$142.00	Paper Check
158432	04/14/2023	20895	linde gas & equipment inc	Issued	\$22.84	Paper Check
158433	04/18/2023	20215	Spectrum Paper Co, Inc.	Issued	\$1,039.57	Paper Check
158434	04/20/2023	10045	Baker Glass	Issued	\$133.90	Paper Check
158435	04/20/2023	10224	Flowers Baking Co.	Issued	\$97.60	Paper Check
158436	04/20/2023	10361	Home Depot Credit Services	Issued	\$97.85	Paper Check
158437	04/20/2023	10543	Labatt Food Service	Issued	\$6,607.91	Paper Check
158438	04/20/2023	10617	Pitneybowes	Issued	\$201.00	Paper Check
158439	04/20/2023	10630	Region 19 Education Service Center	Issued	\$1,350.00	Paper Check
158440	04/20/2023	10657	Segovia'S Distributing, Inc.	Issued	\$882.53	Paper Check
158441	04/20/2023	10808	Tornillo I.S.D. Cafeteria	Issued	\$420.00	Paper Check
158442	04/20/2023	20022	Citibank	Issued	\$342.70	Paper Check
158443	04/20/2023	20022	Citibank	Issued	\$342.70	Paper Check
158444	04/20/2023	20022	Citibank	Issued	\$342.70	Paper Check
158445	04/20/2023	20022	Citibank	Issued	\$342.70	Paper Check
158446	04/20/2023	20022	Citibank	Issued	\$342.70	Paper Check

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158447	04/20/2023	20060	Nasco Education LLC	Issued	\$4,209.85	Paper Check
158448	04/20/2023	20114	Quinteros Meat Company Inc	Issued	\$209.91	Paper Check
158449	04/20/2023	20180	ACET	Issued	\$900.00	Paper Check
158450	04/20/2023	20611	Frontline Technologies	Issued	\$3,682.72	Paper Check
158451	04/20/2023	20820	Empire signs and graphics	Issued	\$1,104.00	Paper Check
158452	04/20/2023	20876	GH Dairy El Paso	Issued	\$1,307.49	Paper Check
158453	04/20/2023	20963	Martin Olivas	Issued	\$1,050.00	Paper Check
158454	04/20/2023	500987	Alonso Delgado	Issued	\$162.00	Paper Check
158455	04/20/2023	20022	Citibank	Issued	\$289.95	Paper Check
158456	04/20/2023	20022	Citibank	Issued	\$306.96	Paper Check
158457	04/20/2023	20060	Nasco Education LLC	Issued	\$40.02	Paper Check
158458	04/26/2023	500900	Sandra Garcia	Issued	\$500.00	Paper Check
158459	04/26/2023	501005	Adriana Gonzales	Issued	\$2,118.50	Paper Check
158460	04/26/2023	501167	Iisha James	Issued	\$767.00	Paper Check
158461	04/27/2023	10050	Barnes & Noble	Issued	\$234.99	Paper Check
158462	04/27/2023	10080	Ced-Triangle Electric -El Paso	Issued	\$1,708.54	Paper Check
158463	04/27/2023	10139	El Paso Electric Co.	Issued	\$11,752.97	Paper Check
158464	04/27/2023	10190	Fabens Oil Co.	Issued	\$178.42	Paper Check
158465	04/27/2023	10279	Govconnection, Inc.	Issued	\$1,447.80	Paper Check
158466	04/27/2023	10358	Hobby Lobby Stores	Issued	\$247.13	Paper Check
158467	04/27/2023	10361	Home Depot Credit Services	Issued	\$176.47	Paper Check
158468	04/27/2023	10617	Pitneybowes	Issued	\$316.05	Paper Check
158469	04/27/2023	10636	Russell Sigler Inc	Issued	\$341.24	Paper Check
158470	04/27/2023	10864	Walmart Community/Capital One	Issued	\$298.61	Paper Check
158471	04/27/2023	10870	Windstream	Issued	\$1,914.48	Paper Check
158472	04/27/2023	20215	Spectrum Paper Co, Inc.	Issued	\$1,933.49	Paper Check

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158473	04/27/2023	20359	Enrique Vega	Issued	\$758.13	Paper Check
158474	04/27/2023	20373	Pride General Contractors LLC	Issued	\$78,214.66	Paper Check
158475	04/27/2023	20397	Scholastic Testing Service, Inc.	Issued	\$195.05	Paper Check
158476	04/27/2023	20548	Ofelia Bosquez	Issued	\$129.00	Paper Check
158477	04/27/2023	20662	Citibank	Issued	\$181.58	Paper Check
158478	04/27/2023	20662	Citibank	Issued	\$111.84	Paper Check
158479	04/27/2023	20662	Citibank	Issued	\$47.42	Paper Check
158480	04/27/2023	20662	Citibank	Issued	\$81.20	Paper Check
158481	04/27/2023	20668	Daniel Dozal	Issued	\$129.00	Paper Check
158482	04/27/2023	20699	Southwest Industrial Works	Issued	\$38.06	Paper Check
158483	04/27/2023	20734	Purvis Industries, LLC	Issued	\$32.52	Paper Check
158484	04/27/2023	20766	STEAM Investments LLC	Issued	\$1,050.00	Paper Check
158485	04/27/2023	20810	T-Mobile USA Inc.	Issued	\$300.00	Paper Check
158486	04/27/2023	20869	Rhema Cont	Issued	\$552.00	Paper Check
158487	04/27/2023	20875	Ida Estrada	Issued	\$629.13	Paper Check
158489	04/27/2023	10724	Texas AFT- Associate Membership Program	Issued	\$192.50	Paper Check
158490	04/27/2023	10848	United Way Of El Paso County	Issued	\$15.00	Paper Check
158491	04/27/2023	20007	Stuart C. Cox	Issued	\$284.00	Paper Check
158492	04/27/2023	20008	Texas State Teacher Association	Issued	\$93.66	Paper Check
158493	04/27/2023	20009	Association of Texas Professional Educator	Issued	\$75.46	Paper Check
158494	04/27/2023	20009	Association of Texas Professional Educator	Issued	\$75.46	Paper Check
158495	04/27/2023	20010	LegalShield	Issued	\$119.56	Paper Check
158496	04/27/2023	20011	First Financial Group of America	Issued	\$29,941.28	Paper Check
158497	04/28/2023	20159	Maria Q. Saldaña	Issued	\$129.00	Paper Check
158498	04/28/2023	20160	Marlene Bullard	Issued	\$171.00	Paper Check
10002212	04/06/2023	20765	Commerce Bank	Issued	\$13,994.72	ACH

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10002213	04/20/2023	20765	Commerce Bank	Issued	\$29,306.19	ACH
10002214	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002215	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002216	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH
10002217	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002218	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002219	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002220	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002221	04/27/2023	20012	Texas Child Support Disbursement Unit	Issued	\$311.00	ACH
10002222	04/30/2023	20765	Commerce Bank	Issued	\$18,365.93	ACH
200001015	04/06/2023	10603	Oriental Trading Co., Inc.	Issued	\$299.76	Vendor Credit Card
200001016	04/06/2023	10669	Sonitrol Of El Paso	Issued	\$8,672.50	Vendor Credit Card
200001017	04/06/2023	10679	Spectrum Imaging	Issued	\$4,142.55	Vendor Credit Card
200001018	04/06/2023	10687	Staples Advantage	Issued	\$487.71	Vendor Credit Card
200001019	04/06/2023	20036	Johnstone Supply	Issued	\$492.02	Vendor Credit Card
200001020	04/06/2023	20325	One Beat CPR Learning Center	Issued	\$6,600.00	Vendor Credit Card
200001021	04/06/2023	20490	Blanco Ordonez Mata & Wallace P.	Issued	\$1,608.00	Vendor Credit Card
200001022	04/14/2023	10035	Texas ASCD	Issued	\$1,378.00	Vendor Credit Card
200001023	04/14/2023	10068	Bsn Sports Collegiate	Issued	\$2,781.37	Vendor Credit Card
200001024	04/14/2023	10105	Continental Termite & Pest Control,	Issued	\$475.00	Vendor Credit Card
200001025	04/14/2023	10603	Oriental Trading Co., Inc.	Issued	\$567.67	Vendor Credit Card
200001026	04/14/2023	10669	Sonitrol Of El Paso	Issued	\$2,025.25	Vendor Credit Card
200001027	04/14/2023	10672	Southern Computer Warehouse	Issued	\$5,793.12	Vendor Credit Card
200001028	04/14/2023	10679	Spectrum Imaging	Issued	\$460.35	Vendor Credit Card
200001029	04/14/2023	10687	Staples Advantage	Issued	\$49.52	Vendor Credit Card
200001030	04/14/2023	20312	Service Supply	Issued	\$6,300.00	Vendor Credit Card

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200001031	04/14/2023	20490	Blanco Ordonez Mata & Wallace P.	Issued	\$1,487.50	Vendor Credit Card
200001032	04/14/2023	20635	Stewart & Stevenson LLC	Issued	\$2,048.51	Vendor Credit Card
200001033	04/20/2023	10062	Blick Art Materials	Issued	\$147.79	Vendor Credit Card
200001034	04/20/2023	10546	Lakeshore Learning Materials	Issued	\$1,678.60	Vendor Credit Card
200001035	04/20/2023	10651	Scholastic Inc.	Issued	\$828.65	Vendor Credit Card
200001036	04/20/2023	10672	Southern Computer Warehouse	Issued	\$1,925.00	Vendor Credit Card
200001037	04/20/2023	10687	Staples Advantage	Issued	\$1,289.70	Vendor Credit Card
200001038	04/20/2023	20017	School Specialty Inc.	Issued	\$192.32	Vendor Credit Card
200001039	04/20/2023	20391	Ken Scholten dba KD Scholten Com	Issued	\$449.10	Vendor Credit Card
200001040	04/20/2023	20663	Really Good Stuff, LLC	Issued	\$279.91	Vendor Credit Card
200001041	04/20/2023	10221	Flinn Scientific, Inc.	Issued	\$17.15	Vendor Credit Card
200001042	04/20/2023	20017	School Specialty Inc.	Issued	\$1,750.00	Vendor Credit Card
200001043	04/20/2023	20265	4imprint, Inc.	Issued	\$1,701.01	Vendor Credit Card
200001044	04/20/2023	20270	Texas Association for the Gifted	Issued	\$75.00	Vendor Credit Card
200001045	04/27/2023	10070	C & M Plaque & Trophy Inc.	Issued	\$396.00	Vendor Credit Card
200001046	04/27/2023	10221	Flinn Scientific, Inc.	Issued	\$447.04	Vendor Credit Card
200001047	04/27/2023	10546	Lakeshore Learning Materials	Issued	\$432.15	Vendor Credit Card
200001048	04/27/2023	10707	TASBO	Issued	\$470.00	Vendor Credit Card
200001049	04/27/2023	10859	Verizon Wireless	Issued	\$170.31	Vendor Credit Card
200001050	04/27/2023	20017	School Specialty Inc.	Issued	\$1,246.03	Vendor Credit Card
200001051	04/27/2023	20099	Raymond Geddes Company Inc	Issued	\$258.67	Vendor Credit Card
200001052	04/27/2023	20312	Service Supply	Issued	\$1,271.76	Vendor Credit Card
200001053	04/27/2023	20325	One Beat CPR Learning Center	Issued	\$785.00	Vendor Credit Card
200001054	04/27/2023	20470	O'Reilly Auto Enterprises LLC	Issued	\$157.50	Vendor Credit Card
200001055	04/27/2023	20036	Johnstone Supply	Issued	\$33,544.63	Vendor Credit Card
200001056	04/27/2023	20577	L & W Supply	Issued	\$227.20	Vendor Credit Card

Account#: 100003379
Date Range: 04-01-2023 to 04-30-2023

Check Register

Date: 05-11-2023
Time: 09:56 AM
Page 9 of 9

Total Checks: 206
Total Amount: 914,137.51

<u>Pavee ID</u>	<u>Pavee Name</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Check Number</u>	<u>Check Date</u>	<u>Invoice Description</u>	<u>Account Number</u>	<u>Invoice Amount</u>	<u>Invoice Type</u>	<u>Doc ID</u>
20022	Citibank	355107	03/31/2023	158355	04/06/2023	2023 ASCD Travel for THS Principal and District Academic Coordinator	279-13-6411-05-999-11-0-00	806.78	PO	153185
20022	Citibank	4TGQ6K	03/31/2023	158356	04/06/2023	Hotel & Flight - RSSP & Data Fellows Learning Lab	279-13-6411-01-916-11-0-00	481.97	PO	153209
20022	Citibank	4ZVYOA	03/31/2023	158364	04/06/2023	Flights for RYHT Session 5	199-41-6411-00-701-99-0-00	60.99	PO	153159
20022	Citibank	4ZVYOA	03/31/2023	158364	04/06/2023	Flights for RYHT Session 5	199-41-6419-06-702-99-0-00	60.99	PO	153159
20022	Citibank	4ZVYOA	03/31/2023	158364	04/06/2023	Flights for RYHT Session 5	199-41-6419-05-702-99-0-00	60.99	PO	153159
20022	Citibank	4ZVYOA	03/31/2023	158364	04/06/2023	Flights for RYHT Session 5	199-41-6419-02-702-99-0-00	60.99	PO	153159
20022	Citibank	528/Q2	02/22/2023	158365	04/06/2023	2023 NABE Conference	199-23-6411-00-101-11-0-00	87.69	PO	153037
20022	Citibank	528/Q2	02/22/2023	158365	04/06/2023	2023 NABE Conference	199-13-6411-00-101-25-0-00	216.72	PO	153037
20022	Citibank	528/Q2	02/22/2023	158365	04/06/2023	2023 NABE Conference	199-13-6411-00-101-11-0-00	87.69	PO	153037
20022	Citibank	522BCV	03/31/2023	158366	04/06/2023	Flights for RYHT Session 5	199-41-6411-00-701-99-0-00	121.98	PO	153159
20022	Citibank	522BCV	03/31/2023	158366	04/06/2023	Flights for RYHT Session 5	199-41-6419-06-702-99-0-00	121.98	PO	153159
20022	Citibank	522BCV	03/31/2023	158366	04/06/2023	Flights for RYHT Session 5	199-41-6419-05-702-99-0-00	121.98	PO	153159
20022	Citibank	522BCV	03/31/2023	158366	04/06/2023	Flights for RYHT Session 5	199-41-6419-02-702-99-0-00	121.98	PO	153159
20022	Citibank	1108/Q2	02/22/2023	158367	04/06/2023	2023 NABE Conference	199-23-6411-00-101-11-0-00	82.50	PO	153037
20022	Citibank	1108/Q2	02/22/2023	158367	04/06/2023	2023 NABE Conference	199-13-6411-00-101-25-0-00	203.90	PO	153037
20022	Citibank	1108/Q2	02/22/2023	158367	04/06/2023	2023 NABE Conference	199-13-6411-00-101-11-0-00	82.50	PO	153037
20022	Citibank	533	03/28/2023	158368	04/06/2023	2023 Information Security Forum Conference - Austin, TX	199-53-6411-00-953-99-0-00	458.80	PO	153109
20022	Citibank	2SIUE7	03/28/2023	158369	04/06/2023	2023 ASCD Travel for THS Principal and District Academic Coordinator	279-13-6411-05-999-11-0-00	295.98	PO	153185
20022	Citibank	2SN6NA	03/28/2023	158370	04/06/2023	2023 ASCD Travel for THS Principal and District Academic Coordinator	279-13-6411-05-999-11-0-00	575.95	PO	153185
20022	Citibank	328	03/28/2023	158371	04/06/2023	2023 Information Security Forum Conference - Austin, TX	199-53-6411-00-953-99-0-00	458.80	PO	153109
20022	Citibank	26O7DD	03/09/2023	158372	04/06/2023	2023 ESC Texas Tutor Summit for Leaders	199-13-6411-00-916-11-0-00	7.21	PO	153124
20022	Citibank	26O7DD	03/09/2023	158372	04/06/2023	2023 ESC Texas Tutor Summit for Leaders	282-13-6411-11-999-11-0-00	159.77	PO	153124
20022	Citibank	3YCQYL	02/13/2023	158379	04/06/2023	2023 NABE Conference	199-23-6411-00-101-11-0-00	746.92	PO	153037
20022	Citibank	3YCQYL	02/13/2023	158379	04/06/2023	2023 NABE Conference	199-13-6411-00-101-25-0-00	1,846.01	PO	153037
20022	Citibank	3YCQYL	02/13/2023	158379	04/06/2023	2023 NABE Conference	199-13-6411-00-101-11-0-00	746.92	PO	153037
20022	Citibank	2SFFKH	03/28/2023	158399	04/14/2023	2023 ASCD Travel for THS Principal and District Academic Coordinator	279-13-6411-05-999-11-0-00	259.98	PO	153185
20022	Citibank	194306541020202756083	04/10/2023	158400	04/14/2023	Decorations for 2023 Employee Gala	461-41-6499-00-727-99-0-00	141.25	PO	153205
20022	Citibank	202106541020242742540	04/10/2023	158401	04/14/2023	Decorations for 2023 Employee Gala	461-41-6499-00-727-99-0-00	56.25	PO	153205
20022	Citibank	700008873020482672247	04/10/2023	158402	04/14/2023	Decorations for 2023 Employee Gala	461-41-6499-00-727-99-0-00	53.75	PO	153205

20022	Citibank	2110066080100326993980	04/10/2023	158403	04/14/2023		Decorations for 2023 Employee Gala	461-41-6499-00-727-99-00	58.75	PO	153205
20022	Citibank	4MLO7P	04/13/2023	158422	04/14/2023		Flight & Hotel for HEB Reception	199-41-6419-05-702-99-00	434.96	PO	153229
20022	Citibank	4MLO7P	04/13/2023	158422	04/14/2023		Flight & Hotel for HEB Reception	199-41-6419-03-702-99-00	434.96	PO	153229
20022	Citibank	4MLO7P	04/13/2023	158422	04/14/2023		Flight & Hotel for HEB Reception	199-41-6419-02-702-99-00	434.97	PO	153229
20022	Citibank	4MLO7P	04/13/2023	158422	04/14/2023		Flight & Hotel for HEB Reception	199-41-6419-01-702-99-00	434.96	PO	153229
20022	Citibank	2QFVBL	02/20/2023	158423	04/14/2023	ACET Spring Conference -hotel, flight, rental and registration for L. Guerra and S. Cruz		199-41-6411-00-750-99-00	237.96	PO	153080
20022	Citibank	35QVTI	03/24/2023	158424	04/14/2023	Hotel & Flight - NAEA Conference		279-13-6411-05-999-11-00	477.90	PO	153137
20022	Citibank	423-A	04/03/2023	158425	04/14/2023	2023 ESC Texas Tutor Summit for Leaders		199-13-6411-00-916-11-00	6.86	PO	153124
20022	Citibank	423-A	04/03/2023	158425	04/14/2023	2023 ESC Texas Tutor Summit for Leaders		282-13-6411-11-999-11-00	152.14	PO	153124
20022	Citibank	35KVWW	03/24/2023	158426	04/14/2023	Flight and Hotel - TAGT Conference		199-13-6411-00-041-21-00	519.96	PO	152931
20022	Citibank	3835263	04/10/2023	158442	04/20/2023	Hotel for Tennis Team		181-36-6412-00-001-91-00	342.70	PO	153240
20022	Citibank	3835266	04/10/2023	158443	04/20/2023	Hotel for Tennis Team		181-36-6412-00-001-91-00	342.70	PO	153240
20022	Citibank	3835264	04/10/2023	158444	04/20/2023	Hotel for Tennis Team		181-36-6412-00-001-91-00	342.70	PO	153240
20022	Citibank	3835268	04/10/2023	158445	04/20/2023	Hotel for Tennis Team		181-36-6412-00-001-91-00	342.70	PO	153240
20022	Citibank	3835258	04/10/2023	158446	04/20/2023	Hotel for Tennis Team		181-36-6412-00-001-91-00	342.70	PO	153240
20022	Citibank	4MK9KM	04/13/2023	158455	04/20/2023	Flight & Hotel for HEB Reception		199-41-6419-05-702-99-00	72.49	PO	153229
20022	Citibank	4MK9KM	04/13/2023	158455	04/20/2023	Flight & Hotel for HEB Reception		199-41-6419-03-702-99-00	72.49	PO	153229
20022	Citibank	4MK9KM	04/13/2023	158455	04/20/2023	Flight & Hotel for HEB Reception		199-41-6419-02-702-99-00	72.48	PO	153229
20022	Citibank	4MK9KM	04/13/2023	158455	04/20/2023	Flight & Hotel for HEB Reception		199-41-6419-01-702-99-00	72.49	PO	153229
20022	Citibank	4OF9ZX	04/04/2023	158456	04/20/2023	Flights for RYHT Session 5		199-41-6411-00-701-99-00	76.74	PO	153159
20022	Citibank	4OF9ZX	04/04/2023	158456	04/20/2023	Flights for RYHT Session 5		199-41-6419-06-702-99-00	76.74	PO	153159
20022	Citibank	4OF9ZX	04/04/2023	158456	04/20/2023	Flights for RYHT Session 5		199-41-6419-05-702-99-00	76.74	PO	153159
20022	Citibank	4OF9ZX	04/04/2023	158456	04/20/2023	Flights for RYHT Session 5		199-41-6419-02-702-99-00	76.74	PO	153159
20662	Citibank Sams Club	89769348330374017049	03/03/2023	158360	04/06/2023	Central Office Employee of The Year Gift		199-41-6499-00-727-99-00	36.96	PO	153104
20662	Citibank Sams Club	303403089004059485433	03/03/2023	158381	04/06/2023	Purchase items for high school office sales		865-00-2191-01-999-01-00	202.64	PO	153101
20662	Citibank Sams Club	973727442541788588254	02/28/2023	158408	04/14/2023	To purchase items for Central Office break room		199-41-6499-00-750-99-00	160.33	PO	152480
20662	Citibank Sams Club	10039063231	02/08/2023	158409	04/14/2023	Deposit bags for all campuses		199-41-6499-00-750-99-00	451.84	PO	153008
20662	Citibank Sams Club	10050659323	03/24/2023	158410	04/14/2023	To purchase items for Central Office break room		199-41-6499-00-750-99-00	199.97	PO	152480
20662	Citibank Sams Club	10059686132	04/21/2023	158477	04/27/2023	Hamburger Items		211-11-6499-00-044-30-00	181.58	PO	153204
20662	Citibank Sams Club	389535410302197225235	04/13/2023	158478	04/27/2023	Supplies needed		199-21-6399-00-918-23-00	111.84	PO	152558

20662	Citibank Sams Club	10056633519	04/12/2023	158479	04/27/2023	Perfect attendance awards.	211-11-6399-00-041-30-0-00	47.42	PO	153232	
20662	Citibank Sams Club	10059686278	04/21/2023	158480	04/27/2023	Hamburger Items	211-11-6499-00-044-30-0-00	81.20	PO	153204	
								Total	15,566.83		

Txn ID	Post Date	Account #	Year	Amount	System	Orig Doc. ID	Vendor ID	Vendor Name
1078335	3/24/2023	289-00-2110-02-000-00-0-00	2023	(400.00)	AP Check	200001005	20480	National Center for Youth Issues
1078333	3/24/2023	199-00-2110-02-000-00-0-00	2023	(424.35)	AP Check	200001004	20470	O'Reilly Auto Enterprises LLC
1078329	3/24/2023	199-00-2110-02-000-00-0-00	2023	(235.17)	AP Check	200000998	10603	Oriental Trading Co., Inc.
1078339	3/24/2023	199-00-2110-02-000-00-0-00	2023	(76.60)	AP Check	200001002	20017	School Specialty
1078338	3/24/2023	281-00-2110-02-000-00-0-00	2023	(804.00)	AP Check	200001002	20017	School Specialty
1078316	3/24/2023	199-00-2110-02-000-00-0-00	2023	(3,972.00)	AP Check	200001000	10669	Sonitrol Of El Paso
1078324	3/24/2023	101-00-2110-02-000-00-0-00	2023	(582.58)	AP Check	200001001	10679	Spectrum Imaging
1078323	3/24/2023	199-00-2110-02-000-00-0-00	2023	(7,277.24)	AP Check	200001001	10679	Spectrum Imaging
1078325	3/24/2023	211-00-2110-02-000-00-0-00	2023	(222.78)	AP Check	200001001	10679	Spectrum Imaging
1078308	3/24/2023	199-00-2110-02-000-00-0-00	2023	(15,198.75)	AP Check	200000996	10027	Amerigas Propane, L.P.
1078310	3/24/2023	181-00-2110-02-000-00-0-00	2023	(630.00)	AP Check	200000997	10068	Bsn Sports Collegiate
1083231	4/6/2023	199-00-2110-02-000-00-0-00	2023	(492.02)	AP Check	200001019	20036	Johnstone Supply
1083227	4/6/2023	199-00-2110-02-000-00-0-00	2023	(8,672.50)	AP Check	200001016	10669	Sonitrol Of El Paso
1083213	4/6/2023	101-00-2110-02-000-00-0-00	2023	(298.59)	AP Check	200001017	10679	Spectrum Imaging
1083212	4/6/2023	199-00-2110-02-000-00-0-00	2023	(3,729.78)	AP Check	200001017	10679	Spectrum Imaging
1083214	4/6/2023	211-00-2110-02-000-00-0-00	2023	(114.18)	AP Check	200001017	10679	Spectrum Imaging
1075464	3/10/2023	199-00-2110-02-000-00-0-00	2023	(170.37)	AP Check	200000992	10859	Verizon Wireless
1088788	4/20/2023	199-00-2110-02-000-00-0-00	2023	(1,701.01)	AP Check	200001043	20265	4imprint, Inc.
1080835	3/30/2023	199-00-2110-02-000-00-0-00	2023	(20.84)	AP Check	200001014	20775	American Refrigeration Supplies, Inc
1080821	3/30/2023	199-00-2110-02-000-00-0-00	2023	(722.92)	AP Check	200001006	10027	Amerigas Propane, L.P.
1088472	4/20/2023	281-00-2110-02-000-00-0-00	2023	(147.79)	AP Check	200001033	10062	Blick Art Materials
1088782	4/20/2023	281-00-2110-02-000-00-0-00	2023	(17.15)	AP Check	200001041	10221	Flinn Scientific, Inc.
1083218	4/6/2023	461-00-2110-02-000-00-0-00	2023	(299.76)	AP Check	200001015	10603	Oriental Trading Co., Inc.
1080829	3/30/2023	199-00-2110-02-000-00-0-00	2023	(99.00)	AP Check	200001013	20646	Park Place Publications, LP
1080828	3/30/2023	281-00-2110-02-000-00-0-00	2023	(198.00)	AP Check	200001013	20646	Park Place Publications, LP
1088481	4/20/2023	199-00-2110-02-000-00-0-00	2023	(279.91)	AP Check	200001040	20663	Really Good Stuff, LLC
1080823	3/30/2023	281-00-2110-02-000-00-0-00	2023	(1,397.18)	AP Check	200001007	10649	Scholastic Book Fairs
1088786	4/20/2023	199-00-2110-02-000-00-0-00	2023	(1,750.00)	AP Check	200001042	20017	School Specialty
1088485	4/20/2023	199-00-2110-02-000-00-0-00	2023	(192.32)	AP Check	200001038	20017	School Specialty
1080818	3/30/2023	199-00-2110-02-000-00-0-00	2023	(442.20)	AP Check	200001009	20017	School Specialty
1088470	4/20/2023	429-00-2110-02-000-00-0-00	2023	(1,925.00)	AP Check	200001036	10672	Southern Computer Warehouse
1080816	3/30/2023	281-00-2110-02-000-00-0-00	2023	(105.00)	AP Check	200001008	10672	Southern Computer Warehouse
1088483	4/20/2023	199-00-2110-02-000-00-0-00	2023	(1,289.70)	AP Check	200001037	10687	Staples Advantage
1088784	4/20/2023	199-00-2110-02-000-00-0-00	2023	(75.00)	AP Check	200001044	20270	Texas Association for the Gifted and Talanted
1080833	3/30/2023	199-00-2110-02-000-00-0-00	2023	(75.00)	AP Check	200001011	20270	Texas Association for the Gifted and Talanted
1080831	3/30/2023	199-00-2110-02-000-00-0-00	2023	(540.44)	AP Check	200001010	20135	William V. MacGill & Co

1036780	11/10/2022	199-00-2110-02-000-00-0-00	2023	(6,000.00)	AP Check	200000876	20368	CEV Multimedia Ltd
1083216	4/6/2023	211-00-2110-02-000-00-0-00	2023	(487.71)	AP Check	200001018	10687	Staples Advantage
				(61,066.84)				

TORNILLO

INDEPENDENT SCHOOL DISTRICT



2023 – 2024 Budget Workshop

Wednesday, May 31, 2023



Mission

Tornillo ISD's mission is empowering our learning community to live their purpose by honoring values and beliefs for holistic postsecondary journey.

Vision

Believe we can succeed; with pride we will achieve.



Board Members

Marlene Bullard, President

Ida Estrada, Vice President

Ofelia Bosquez, Secretary

Daniel Dozal, Trustee

Hector Lopez, Trustee

Maria Kika Saldana, Trustee

Enrique Vega, Trustee

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TORNILLO

INDEPENDENT SCHOOL DISTRICT



Student Outcome Goals

Student Outcome Goals

GOAL 1

Students performing at the Meets Grade Level Standard on STAAR Reading grade 3rd - 8th, EOC English I & English II will increase from 28% in 2019 to 46% by 2024.

Annual Targets: SY 20-21 = 28%, SY 21-22 = 34%, SY 22-23 = 40%, SY 23-24 = 46%

	GPM 1.1	GPM 1.2	GPM 1.3
	The percent of 3rd grade students performing at the meets level in STAAR Reading Release will increase from 31% in 2019 to 49% by June 2024.	The percent of 4th-8th grade students performing at the meets level in STAAR Reading Release will increase from 31% in 2019 to 49% by June 2024.	The percent of English I & II students performing at the meets level in EOC English Release will increase from 24% in 2019 to 45% by June 2024.
19-20	37%	37%	31%
20-21	31%	31%	24%
21-22	37%	37%	31%
22-23	43%	43%	38%
23-24	49%	49%	45%

GOAL 2

Students performing at the Meets Grade Level Standard on STAAR Math grades 3rd - 8th, and EOC Algebra I will increase from 35% in 2019 to 50% by 2024.

Annual Targets: SY 20-21 = 35%, SY 21-22 = 40%, SY 22-23 = 45%, SY 23-24 = 50%

	GPM 2.1	GPM 2.2	GPM 2.3
	The percent of 3rd grade students performing at the meets level in STAAR Math Release will increase from 45% in 2019 to 54% by June 2024.	The percent of 4th-8th grade students performing at the meets level in STAAR Math Release will increase from 34% in 2019 to 49% by June 2024.	The percent of Algebra I students performing at the meets level in EOC Algebra Release will increase from 35% in 2019 to 50% by June 2024.
19-20	48%	39%	40%
20-21	45%	34%	35%
21-22	48%	39%	40%
22-23	51%	44%	45%
23-24	54%	49%	50%

GOAL 3

Students graduating college, career, and military ready will increase from 78% in 2019 to 90% by 2024.

Annual Targets: SY 20-21 = 78%, SY 21-22 = 82%, SY 22-23 = 86%, SY 23-24 = 90%

	GPM 3.1	GPM 3.2
	The percent of HS students earning dual course credits will increase from 16% in 2019 to 30% by June 2024.	The percent of HS students earning industry-based certifications will increase from 6% in 2019 to 30% by June 2024.
19-20	16%	6%
20-21	27%	15%
21-22	16%	20%
22-23	20%	25%
23-24	30% (ECHS)	30%

TORNILLO

INDEPENDENT SCHOOL DISTRICT



Budget Preparation

Budget Preparation Process

- On or before August 20, the superintendent shall prepare, or cause to be prepared, a proposed budget covering all estimated revenue and proposed expenditures of a district for the following fiscal year.

Education Code 44.002; 19 TAC 109.1(a), .41

- When the budget has been prepared, the board president shall call a board meeting for the purpose of adopting a budget for the succeeding fiscal year. Any taxpayer of a district may be present and participate in the meeting.

Education Code 44.004(a), (f) [See CCG for provisions governing tax rate adoption.]

- The board president shall provide for publication of notice of the budget and proposed tax rate meeting in a daily, weekly, or biweekly newspaper published in a district. If no daily, weekly, or biweekly newspaper is published in a district, the president shall provide for publication of notice in at least one newspaper of general circulation in the county in which the district's central administrative office is located. The notice shall be published not earlier than the 30th day or later than the tenth day before the date of the hearing.

Education Code 44.004(b)

- Concurrently with the publication of notice of the budget under Education Code 44.004, as described above, a district shall post a summary of the proposed budget on the school district's Internet website or, if the district has no Internet website, in the district's central administrative office.

The budget summary must include a comparison to the previous year's actual spending and information relating to per student and aggregate spending on:

1. Instruction;
2. Instructional support;
3. Central administration;
4. District operations;
5. Debt service; and
6. Any other category designated by the commissioner.

Education Code 44.0041

- The board, at the meeting called for that purpose, shall adopt a budget to cover all expenditures for the succeeding fiscal year. **The budget must be adopted before the adoption of the tax rate** for the tax year in which the fiscal year covered by the budget begins.

Education Code 44.004(f)-(g)

- On final approval of the budget by the board, the district shall post on the district's Internet website a copy of the budget adopted by the board. The district's website must prominently display the electronic link to the adopted budget. A district shall maintain the adopted budget on the district's website until the third anniversary of the date the budget was adopted.

Education Code 44.0051

The adopted budget must be filed with the Texas Education Agency on or before the date established in the Financial Accountability System Resource Guide.

Education Code 44.005; 19 TAC 109.1(a)

Board Adopted Funds

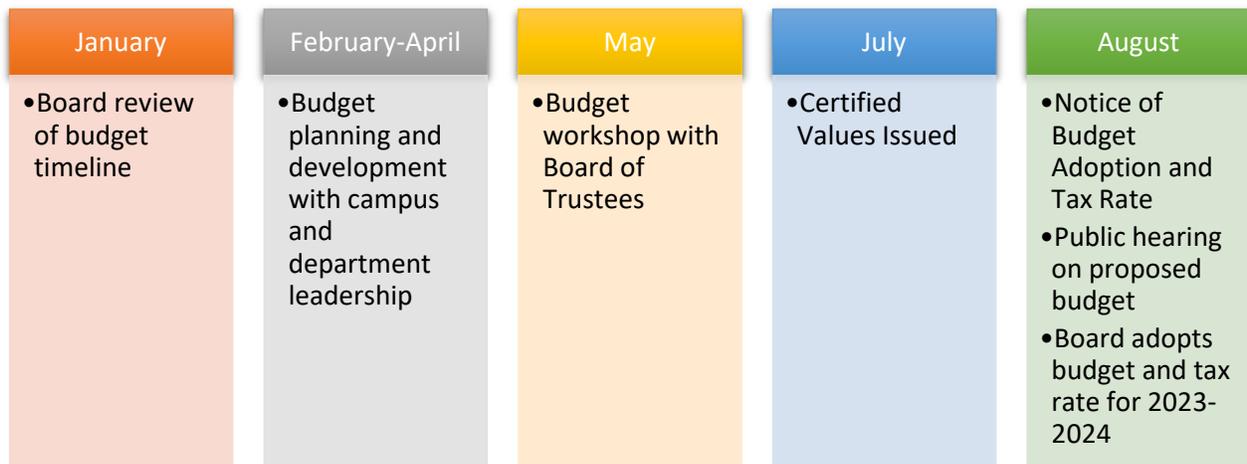
- Child Nutrition Services Fund (101)
- General Fund (181, 197 & 199)
- Debt Service Fund (599)

Minutes of the Board Meeting are used by TEA to document the adoption of the budget.

Official budget will be filed with TEA through PEIMS (Public Education Information Management System).

Fiscal year begins September 1 and concludes August 31.

Budget Development & Timeline



TORNILLO

INDEPENDENT SCHOOL DISTRICT



Budget Considerations

District Analysis –

District Priorities

- Provide necessary resources and materials to meet student outcomes
- Balanced Budget
- Retention and recruitment: Salary increase to teachers
- Retention and recruitment: Salary increase to non-teachers

District Strengths

- Unassigned Projected Fund Balance - \$5.79 million or 5.94 months of operating expenditures
- Staff engaged and willing to be part of Tornillo Family
- New federal programs like Blended Learning Initiatives and School Action Funds

District Challenges

- Enrollment Decrease
 - 5 Year Average Decrease – 6%
 - 10 Year Average Decrease – 5%
- Low Attendance
- Grade levels configuration: needed cost savings and maximization of resources
- Competitive Compensation
- Increase of Insurance costs
- Inflation, higher gas prices and utility costs
- Balance budget
- Tax compression
- Continue to offer Specialized Instructional Programming
- Recruitment and retention of highly qualified staff
- Aging Facilities and vehicles upgrades needed throughout district
- Maintenance Projects across district
- Constant changing of technology and cybersecurity attacks
- Community/School Wi-Fi connectivity costs
- Depending on grant opportunities to meet the financial gap

District Threats

- Low Birth rate
- Local School Districts
- Charter Schools
- Increase in post-secondary tuition rates
- Property Tax Reform
- School Vouchers
- Higher cost of educational programs
- American Rescue Plan funding ending
- Higher per pupil costs
- High inflation due to expected recession
- Covering unfunded State and federal mandates such as Security
- Meeting student outcomes with less staff

District Opportunities

- Continue to increase student participation in college, military and career pathways
- Provide PreK-12 aligned STEM-H learning with a focus on computer science
- Continuous monitoring of areas for cost savings
- Continue with Community Projects such as Coyote Park, 5k run
- Increase in Parental Involvement and Parent Volunteers
- Establishing an Education Foundation
- Establishing Parent Organizations
 - Parent Teacher Organization (PTO)

TORNILLO

INDEPENDENT SCHOOL DISTRICT



Budget Funding Elements

Budget Funding Elements

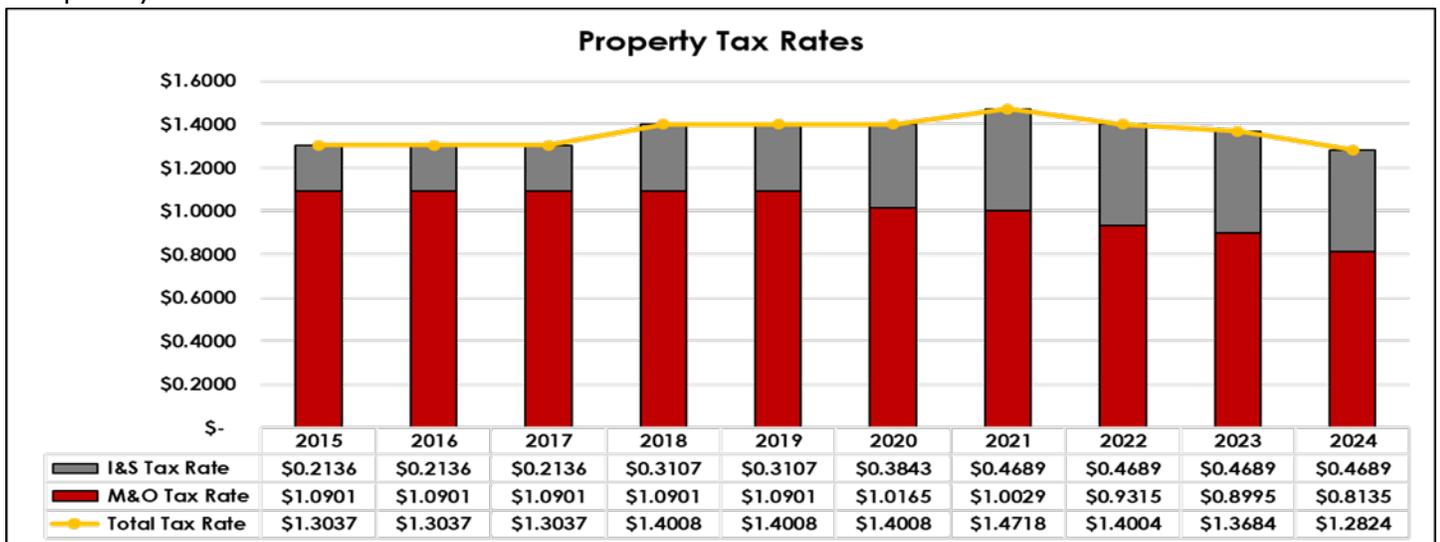
Texas uses local, state and federal funds to support educational operations and facility construction in public school districts throughout the state. Most of this revenue is state and local; the federal government provides a relatively small amount of funding to school districts for administration of the child nutrition program, Every Student Succeeds Act grants and other federal initiatives. Most public-school funding in Texas comes from a combination of state and local revenue.

Local Funding Elements

The Texas Constitution authorizes counties, cities, school districts and special-purpose districts to levy property taxes.

A district's property tax rate consists of a maintenance and operations (M&O) tax rate and an interest and sinking (I&S) tax rate. The M&O tax rate provides funds for the daily maintenance and operations of the school district. The I&S tax rate provides funds for payments on the debt that finances a district's facilities. The calculation of state funding for school districts is tied to tax effort; thus, tax rates provide an essential component in the state's school finance formulas.

- Property Tax Rate Assessed

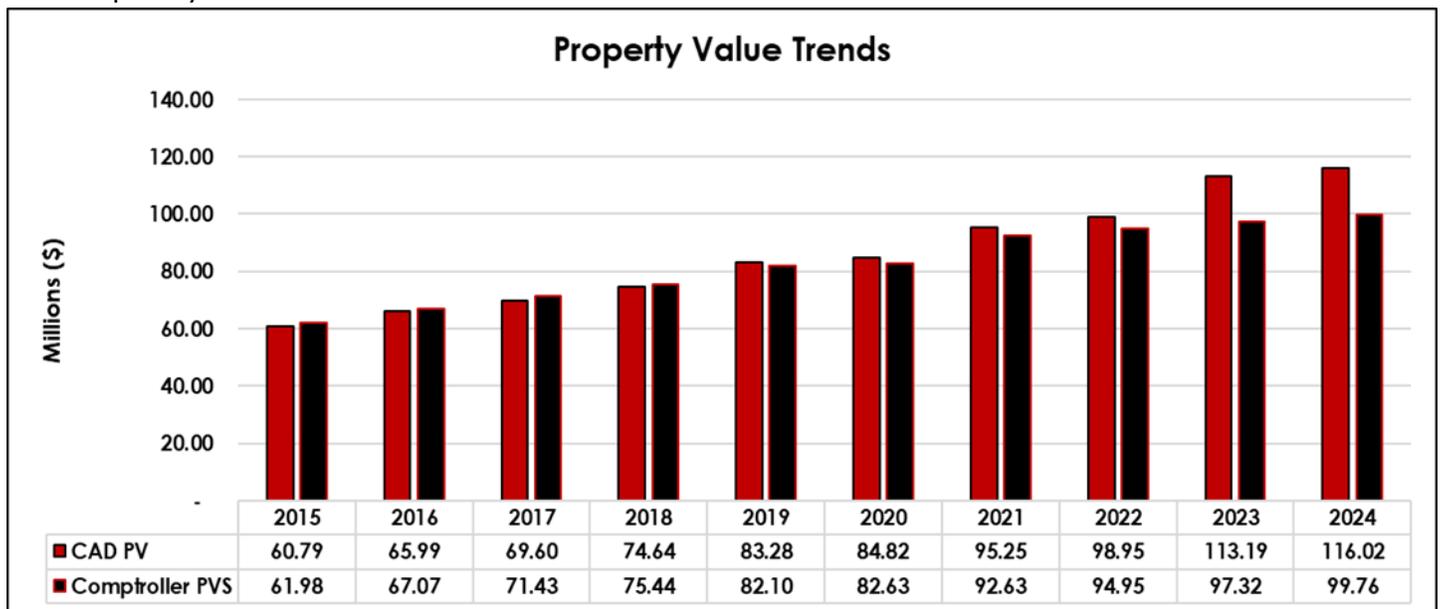


In Texas, local appraisal districts appraise, and value property located within their boundaries. (Appraisal district boundaries coincide with county boundaries, but appraisal districts are not part of county governments.) Each local taxing unit in the appraisal district, including school districts, sets tax rates and collects property taxes based on those appraised values after various deductions and limitations are applied.

State funding, however, is based on a study of the locally appraised property values conducted by the Texas Comptroller's office. State law requires the Comptroller's office to study the total taxable value of property in each Texas school district, as reported by appraisal districts, at least every two years.

This property value study (PVS) is intended to determine whether appraisal districts are appraising property at market value, to ensure the appropriate values are used to calculate state funding. The state's commissioner of education uses the PVS as part of the state's funding formula to determine how much state funding each school district is eligible to receive.

■ Property Value Trends



Note: Years presented represent the applicable tax year.

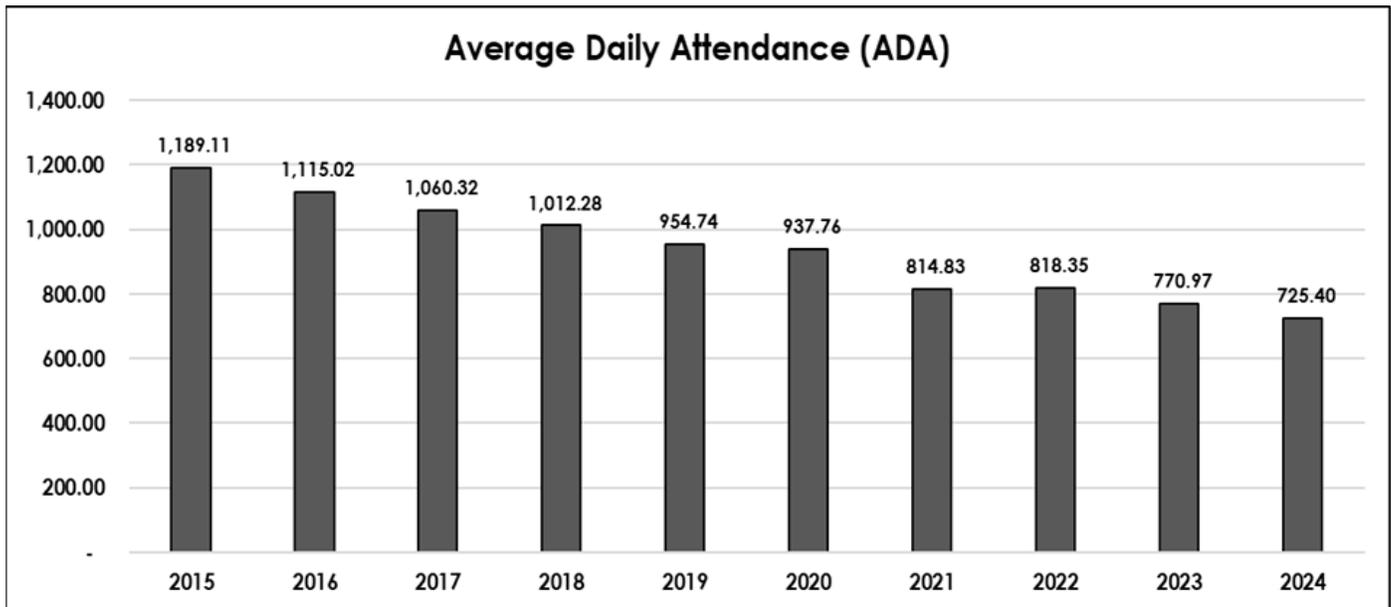
- Tax Collections from Current Year
- Assessed Property Values by State Comptroller's Office
- Property Tax Rate Assessed by the District

State Funding Elements

Most of the district's state funding for public education comes from the state's Foundation School Program (FSP) and the Available School Fund (ASF).

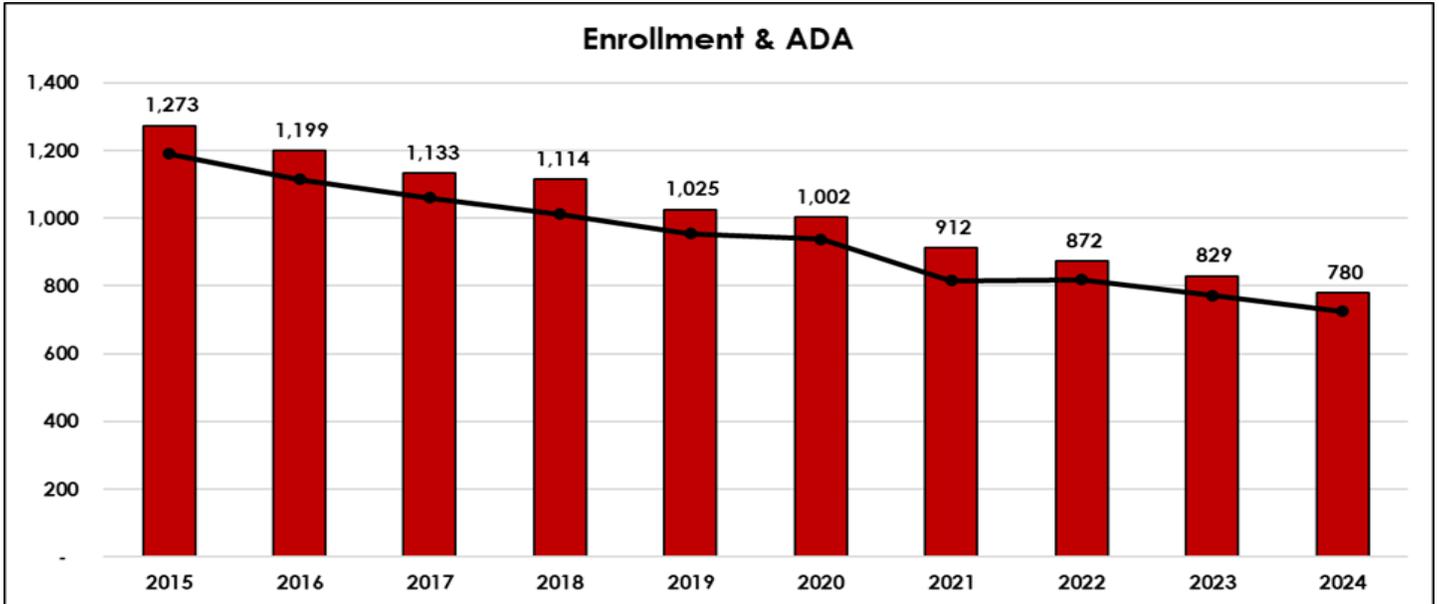
Average Daily Attendance (ADA)

School districts in Texas receive state funding based in part on Average Daily Attendance (ADA) numbers. ADA is a figure that indicates the average number of students who attend school in a school year. ADA is a key number in the district's formula funding that ultimately determines how much funding our district receives from the state.



Note: Years presented represent the fiscal year.

Project Enrollment & ADA



TORNILLO

INDEPENDENT SCHOOL DISTRICT

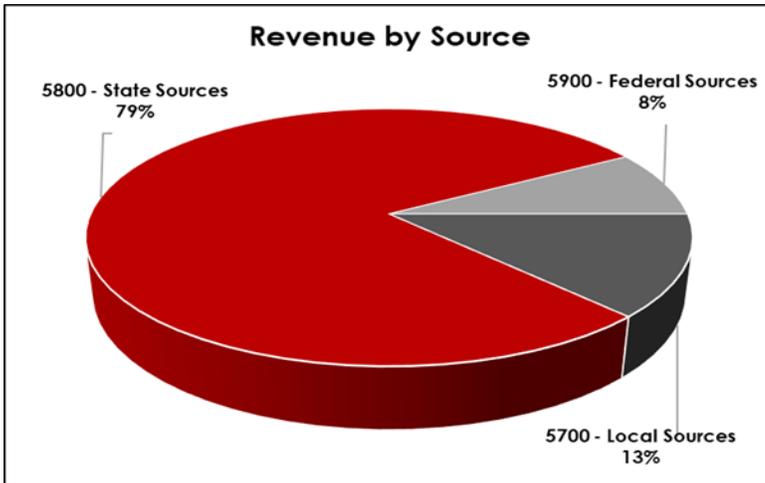


Revenues, Expenditures & Surplus/Deficit

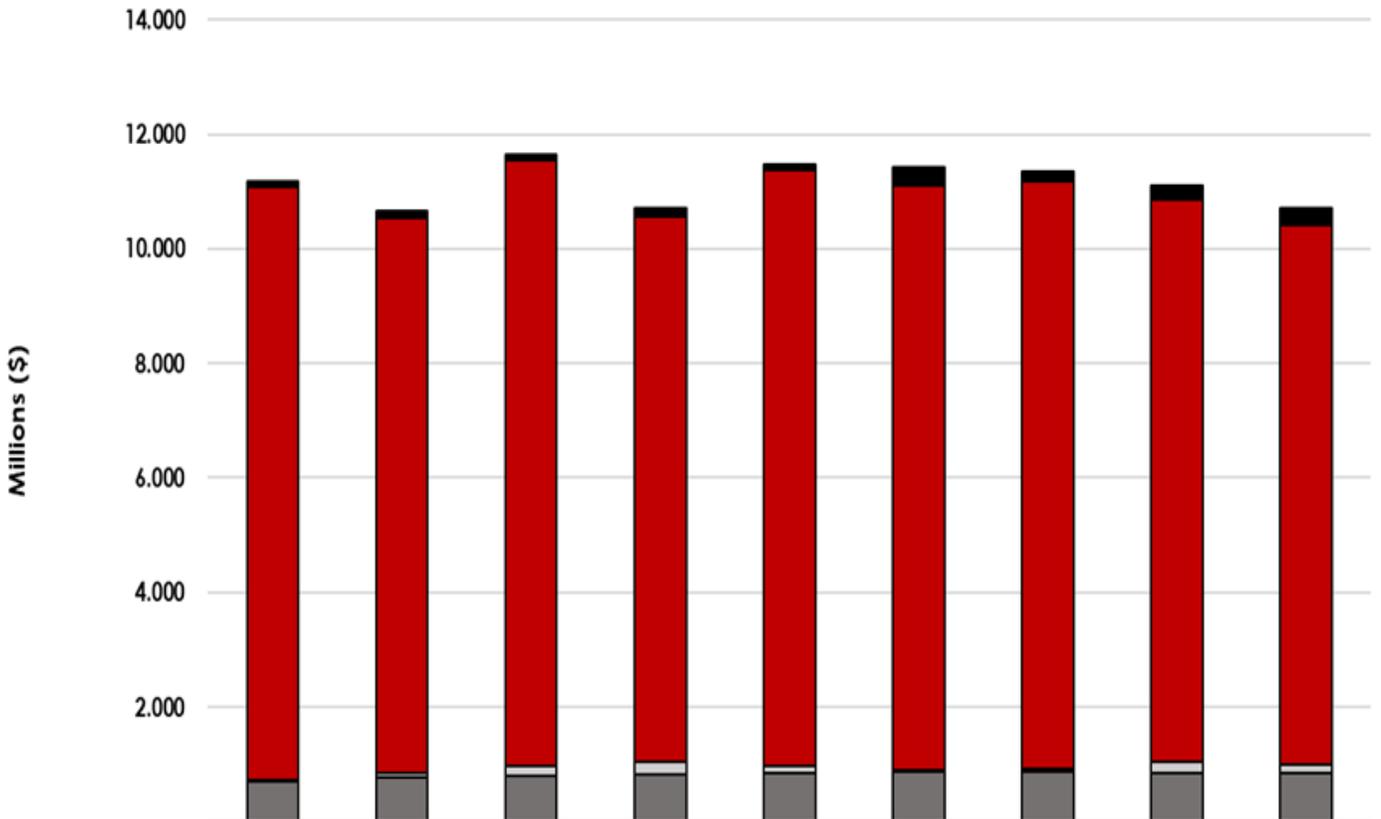
2023 – 2024 District Estimated Revenue

Revenues	101 CNS	199 GO	599 DS	Total
5700 - Local Sources	51,000	1,071,000	524,800	1,646,800
5800 - State Sources	3,600	9,416,081	763,799	10,183,480
5900 - Federal Sources	785,000	295,000	-	1,080,000
Fund Balance	-	-	-	
Total Revenues	839,600	10,782,081	1,288,599	12,910,280

Child Nutrition Services (CNS), General Operating (GO), Debt Services (Debt)



General Operating Revenue Trend



	2016	2017	2018	2019	2020	2021	2022	2023	2024
■ Federal Funding	0.107	0.122	0.107	0.160	0.094	0.313	0.186	0.249	0.295
■ State Aid	10.361	9.700	10.587	9.524	10.411	10.233	10.246	9.805	9.416
□ Interest Revenue	0.033	0.080	0.149	0.212	0.111	0.007	0.043	0.220	0.150
■ Tax Revenue	0.681	0.755	0.802	0.817	0.846	0.874	0.875	0.829	0.844

2023 – 2024 District Estimated Expenditures

2024

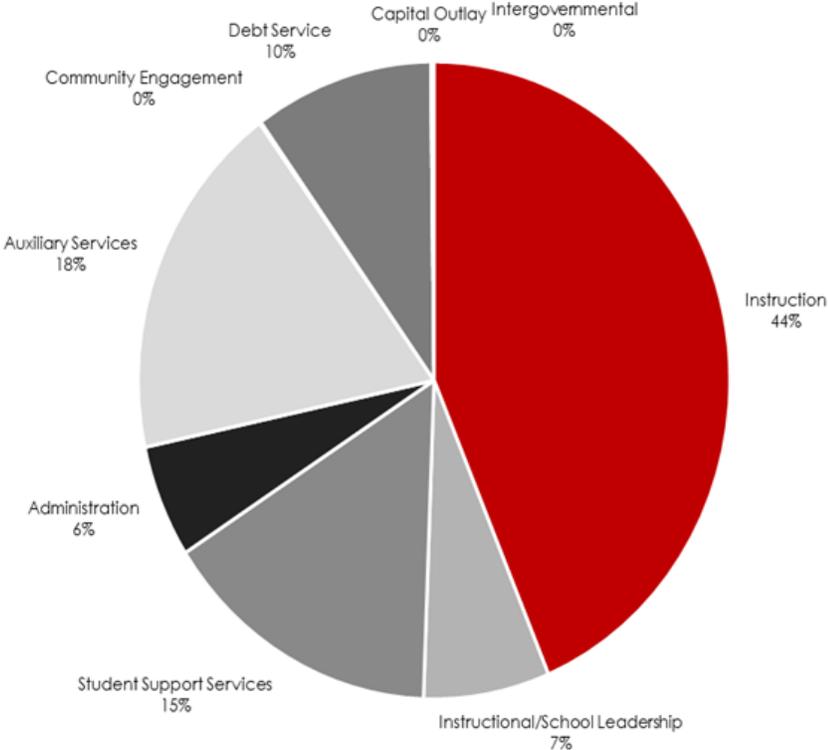
Revenues	101 CNS	199 GO	599 DS	Total
5700 - Local Sources	38,400	1,071,000	524,800	1,634,200
5800 - State Sources	2,400	9,416,081	763,799	10,182,280
5900 - Federal Sources	744,200	295,000	-	1,039,200
Fund Balance	-	-	-	-
Total Revenues	785,000	10,782,081	1,288,599	12,855,680

Expenditures	101 CNS	199 GO	599 DS	Total
Campus	-	6,887,735	-	6,887,735
Department	785,000	4,148,143	1,288,599	6,221,742
Total Expenditures	785,000	11,035,878	1,288,599	13,109,477
Surplus/(deficit)	-	(253,797)	-	(253,797)

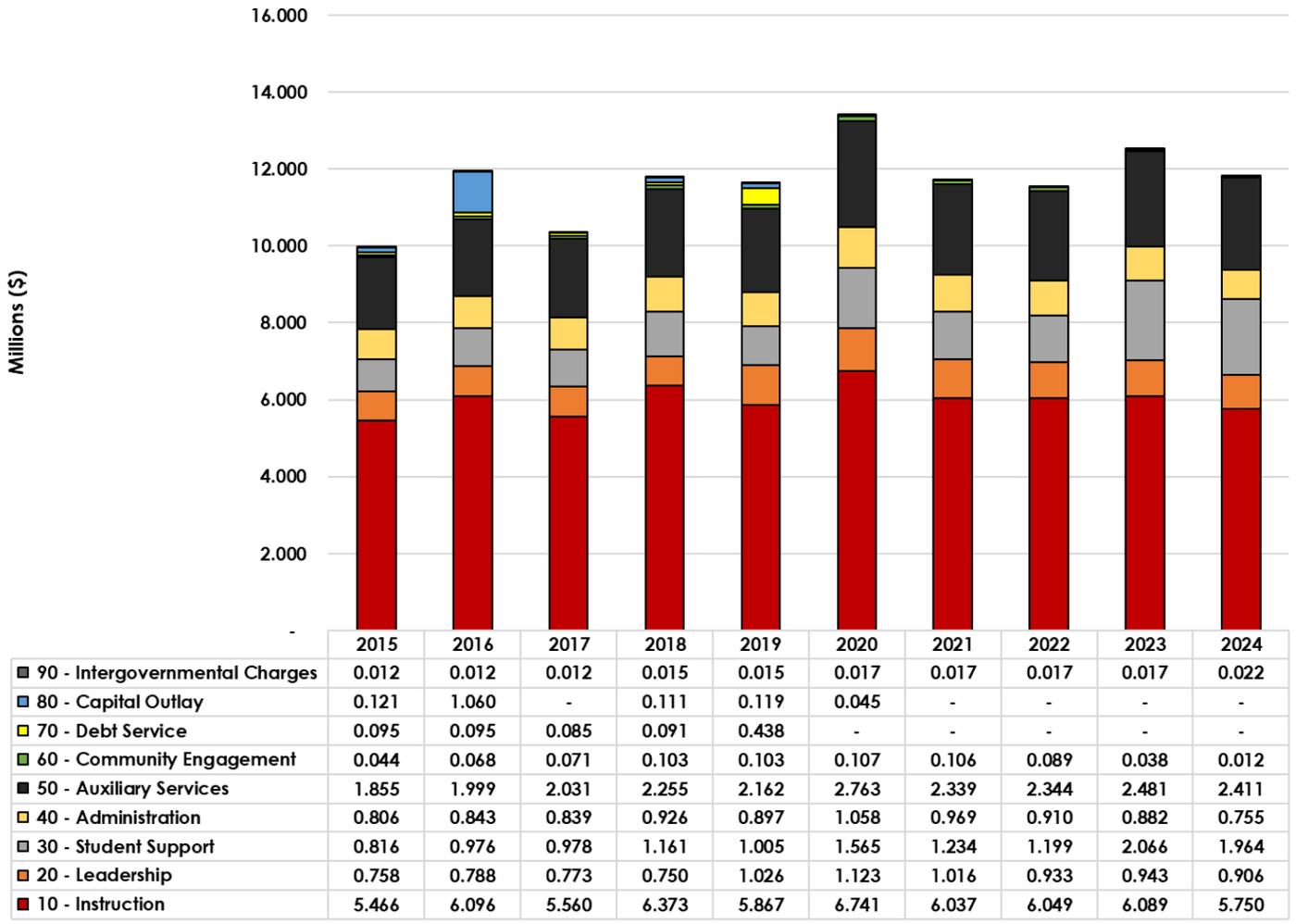
Expenditures	101 CNS	199 GO	599 DS	Total	%
Instruction	-	5,750,487	-	5,750,487	43.87%
Instructional/School Leadership	-	906,479	-	906,479	6.91%
Student Support Services	785,000	1,178,970	-	1,963,970	14.98%
Administration	-	754,921	-	754,921	5.76%
Auxiliary Services	-	2,411,020	-	2,411,020	18.39%
Community Engagement	-	12,000	-	12,000	0.09%
Debt Service	-	-	1,288,599	1,288,599	9.83%
Capital Outlay	-	-	-	-	0.00%
Intergovernmental	-	22,000	-	22,000	0.17%
Total Expenditures	785,000	11,035,877	1,288,599	13,109,476	100.00%
Surplus/(deficit)	-	(253,796)	-	(253,796)	

Child Nutrition Services (CNS), General Operating (GO), Debt Services (Debt)

Percent of Total Expenditures



General Operating Expenditure Trends



2023 – 2024 District Surplus/Deficit

Revenues	101 CNS	199 GO	599 DS	Total
5700 - Local Sources	38,400	1,071,000	524,800	1,634,200
5800 - State Sources	2,400	9,416,081	763,799	10,182,280
5900 - Federal Sources	744,200	295,000	-	1,039,200
Fund Balance	-	-	-	-
Total Revenues	785,000	10,782,081	1,288,599	12,855,680

Expenditures	101 CNS	199 GO	599 DS	Total
Campus	-	6,887,735	-	6,887,735
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Total Expenditures	785,000	11,035,878	1,288,599	13,109,477
Surplus/(deficit)	-	(253,797)	-	(253,797)

Child Nutrition Services (CNS), General Operating (GO), Debt Services (Debt)

2023 – 2023 District Budget with Additional Budget Considerations

2024

Revenues	101 CNS	199 GO	599 DS	Total	
5700 - Local Sources	38,400	1,071,000	524,800	1,634,200	
5800 - State Sources	2,400	9,416,081	763,799	10,182,280	
5900 - Federal Sources	744,200	295,000	-	1,039,200	
Fund Balance	-	-	-	-	
Total Revenues	785,000	10,782,081	1,288,599	12,855,680	
Expenditures	101 CNS	199 GO	599 DS	Total	%
Instruction	-	5,750,487	-	5,750,487	43.87%
Instructional/School Leadership	-	906,479	-	906,479	6.91%
Student Support Services	785,000	1,178,970	-	1,963,970	14.98%
Administration	-	754,921	-	754,921	5.76%
Auxiliary Services	-	2,411,020	-	2,411,020	18.39%
Community Engagement	-	12,000	-	12,000	0.09%
Debt Service	-	-	1,288,599	1,288,599	9.83%
Capital Outlay	-	-	-	-	0.00%
Intergovernmental	-	22,000	-	22,000	0.17%
Total Expenditures	785,000	11,035,877	1,288,599	13,109,476	100.00%
Surplus/(deficit)	-	(253,796)	-	(253,796)	

Additional criteria

Salary increase of :

Salary increase mid point 1% plus Teacher Step	3,320	90,920	94,240
Salary increase mid point 2% plus Teacher Step	6,640	156,616	163,256
Salary increase mid point 3% plus Teacher Step	9,960	232,315	242,275
Salary increase mid point 4% plus Teacher Step	13,280	288,008	301,288
Salary increase mid point 5% plus Teacher Step	16,599	353,705	370,304
Planned deficit of	(6,640)	(410,412)	(417,052)

HB 100

Increase of \$ 84,050 - basic allotment of \$50 per ADA , 35% small midsize allotment increase, increase in teacher minimum salary

HB 3

Increase of \$123,100 basic allotment of \$100 per ADA plus \$15,000 per campus and armed security guard on every campus.

Note: If the district is subject to a court order or other binding legal determination, the district shall conduct its elections in accordance with that court order or determination, applicable law, and this policy. To the extent of any conflict, the court order or other legal determination shall prevail. [See BBB(LOCAL)]

Resignation

To be effective, a board member's resignation must be in writing and signed by the board member and delivered to the presiding officer of the board. A board may not refuse to accept a resignation. *Election Code 201.001*

Effective Date

If a board member submits a resignation, whether to be effective immediately or at a future date, a vacancy occurs on the date the resignation is accepted by the board or on the eighth day after the date of its receipt by the board, whichever is earlier. *Election Code 201.023*

Holdover Doctrine

All public officers shall continue to perform the duties of their offices until their successors shall be duly qualified (i.e., sworn in). Until the vacancy created by a board member's resignation is filled by a successor, the board member continues to serve and have the duties and powers of office and continues to be subject to the nepotism provisions. A holdover board member may not vote on the appointment of his or her successor. *Tex. Const., Art. XVI, Sec. 17; Atty. Gen. Ops. JM-636 (1987), O-6259 (1945)* [See DBE for more information on nepotism]

Residency

A person elected or appointed to serve as a board member must remain a resident of the district throughout the term of office. A board member who ceases to reside in the district vacates the office. *Tex. Const., Art. XVI, Sec. 14; Prince v. Inman, 280 S.W.2d 779 (Tex. Civ. App.—Beaumont 1955, no writ); Whitmarsh v. Buckley, 324 S.W.2d 298 (Tex. Civ. App.—Houston 1959, no writ)* [See BBA]

Single-Member
District

A trustee vacates the office if the trustee ceases to reside in the district the trustee represents. *Education Code 11.052(g)*

Filling a Vacancy

If a vacancy occurs on the board, the remaining board members may fill the vacancy by appointment until the next trustee election, or may order a special election to fill the vacancy. If more than one year remains in the term of the position vacated, the vacancy shall be filled not later than the 180th day after the date the vacancy occurs. *Education Code 11.060*

BOARD MEMBERS
VACANCIES AND REMOVAL FROM OFFICE

BBC
(LEGAL)

Appointment	To be eligible to be appointed to a board, a person must have the qualifications set forth at Election Code 141.001(a). <i>Election Code 141.001(a)</i> [See BBA]
Special Election	<p>A special election to fill a vacancy shall be conducted in the same manner as the district's general election. <i>Education Code 11.060(c)</i></p> <p>An election to fill a vacancy shall be to fill the unexpired term only. <i>Tex. Const. Art. XVI, Sec. 27</i></p>
<i>Date of Election</i>	A special election to fill a vacancy shall be held on an authorized uniform election date occurring within the required period after the vacancy occurs. If no uniform election date affords enough time to hold the election in the manner required by law, the election shall be held on the first authorized uniform election date occurring after the expiration of the period. <i>Election Code 41.001(a), .004(a); Atty. Gen. Op. KP-102 (2016)</i> [See BBB]
<i>Ordering Election</i>	<p>If a vacancy is to be filled by special election, the election shall be ordered as soon as practicable after the vacancy occurs. <i>Election Code 201.051(a)</i></p> <p>Except as otherwise provided by the Election Code, a special election to fill a vacancy shall be held on the first authorized uniform election date occurring on or after the 46th day after the date the election is ordered. <i>Election Code 201.052(a)</i></p> <p>If the special election is to be held on the date of the general election for state and county officers, the election shall be ordered not later than the 78th day before election day. The general election for state and county officers is the first Tuesday after the first Monday in November in even-numbered years. <i>Election Code 41.002, 201.051</i></p>
Officer's Statement and Oath	For requirements regarding the officer's statement and oath of office, see BBBB(LEGAL).
Former Board Member Employment	A trustee may not accept employment with the district until the first anniversary of the date the trustee's membership on a board ends. <i>Education Code 11.063</i>
Involuntary Removal from Office	On his or her own motion or at the request of an individual, the attorney general or the county or district attorney may petition the district court for leave to file an information in the nature of quo warranto. An action in the nature of quo warranto is available if:
Quo Warranto	<ol style="list-style-type: none">1. A person usurps, intrudes into, or unlawfully holds or executes an office; or2. A public officer does an act or allows an act that by law causes forfeiture of office.

If the person against whom the information is filed is found guilty as charged, the court:

1. Shall enter judgment removing the person from the office and for the costs of prosecution; and
2. May fine the person for usurping, intruding into, or unlawfully holding and executing the office.

Civ. Prac. & Rem. Code 66.001–.003

Removal by Petition
and Trial

A proceeding for the removal of a board member is begun by filing a written petition for removal in district court of the county in which the board member resides. A resident of the state who has lived for at least six months in the county in which the petition is to be filed and who is not currently under indictment in the county may file a petition. *Local Gov't Code 87.015*

*Reasons for
Removal*

A board member may be removed from office for:

1. "Incompetency," which means:
 - a. Gross ignorance of official duties;
 - b. Gross carelessness in the discharge of those duties; or
 - c. Unfitness or inability to promptly and properly discharge official duties because of a serious physical or mental defect that did not exist at the time of election.
2. "Official misconduct," which means intentional, unlawful behavior relating to official duties by a board member entrusted with the administration of justice or the execution of the law. The term includes an intentional or corrupt failure, refusal, or neglect of a board member to perform a duty imposed on the board member by law.
3. Intoxication on or off duty caused by drinking an alcoholic beverage, but not if it was caused by drinking an alcoholic beverage on the direction and prescription of a licensed physician.
4. Conviction of a board member by a jury for any felony or for misdemeanor official misconduct. The conviction of a public officer by a petit jury for any felony or for a misdemeanor involving official misconduct operates as an immediate removal from office of that officer.

Tex. Const., Art. V, Sec. 24; Local Gov't Code 87.011, .012(14), .013, .031

BOARD MEMBERS
VACANCIES AND REMOVAL FROM OFFICE

BBC
(LEGAL)

*Removal for
Purchasing
Violations*

See CH for information regarding removal for purchasing violations.

**Temporary
Replacement of
Board Member on
Military Active Duty**

A board member who enters active duty in the armed forces of the United States as a result of being called to duty, drafted, or activated does not vacate the office held, but the board may appoint a replacement to serve as a temporary board member if the elected or appointed board member will be on active duty for longer than 30 days.

The board member who is temporarily replaced may recommend to the board the name of a person to temporarily fill the office. The board shall appoint the temporary board member to begin service on the date specified in writing by the board member being temporarily replaced as the date the board member will enter active military service.

A temporary board member has all the powers, privileges, and duties of the office as the board member who is temporarily replaced. A temporary board member shall perform the duties of office for the shorter period of:

1. The term of the active military service of the board member who is temporarily replaced; or
2. The term of office of the board member who is temporarily replaced.

“Armed forces of the United States” means the United States Army, the United States Navy, the United States Air Force, the United States Marine Corps, the United States Coast Guard, any reserve or auxiliary component of any of those services, or the National Guard.

Tex. Const., Art. XVI, Sec. 72



TASB NOMINATION FORM

This is to serve as the nomination of a member of our local board to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: _____

SCHOOL DISTRICT: _____

Our school district's board of trustees understands:

1. *Expenses incurred for the candidate to attend the Nominations Committee interview will be the responsibility of the candidate's local school district.*
2. *The local board's nomination of one of its trustees shall be considered the district's endorsement for that Director position.*
3. *A TASB Director's attendance at regular TASB Board meetings is important.*
4. *Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and December Board meetings are reimbursed by the Association and transportation expenses and three nights' lodging incurred attending the Convention Board meeting are reimbursed by the Association.*

This nomination was approved by our board of trustees at a duly called meeting on _____ (Date)

Signature of board president or officer *(If candidate is the board president or officer, must be signed by another officer)*

PRINTED NAME (of officer): _____

TITLE (of officer): _____

WILLINGNESS TO SERVE (to be completed by the candidate)

I, _____, confirm my willingness to serve, if elected, as a member of the TASB Board of Directors for Region _____, Position _____.

Signature of candidate

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

Form A, B, & C, must be received by TASB on or before June 30, 2023.

**RETURN TO: E-mail: boardcommunications@tasb.org
FAX: 512.467.3554**

Interviews will be held at TASB Headquarters in Austin on September 8-9, 2023.



TORNILLO INDEPENDENT SCHOOL DISTRICT

INNOVATING – EMPOWERING – THRIVING

MINUTES OF REGULAR BOARD MEETING

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

Wednesday, April 26, 2023

1. (OTHER) First Order of Business

5:31PM –

5:32PM

- A. Establish a quorum and call the meeting to order

The meeting was called to order at 5:31 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

Maria Saldana

Enrique Vega

MEMBERS ABSENT:

Daniel Dozal

Hector Lopez

- 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.

- C. District Mission and Vision

Ofelia Bosquez, Board Secretary, led the Board of Trustees in the District Mission and Vision.

5:32PM – 2. (OTHER) Superintendent's Report

5:38PM

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

5:38PM – 3. (OTHER) District Recognitions

5:40PM

- A. Administrative Assistants Day – April 26, 2023

The Student Advisory Council recognized Administrative Assistants.

No Action Necessary.

4. (OTHER) Open Forum

5:40PM –

6:04PM

- Gloria Bosquez, parent at TISD, participated in Open Forum. Ms. Bosquez spoke regarding the grade level consolidation.
- Laurencio Bosquez, parent at TISD, participated in Open Forum. Mr. Bosquez spoke against the grade level consolidation as well as other concerns.
- Lizeth Chavez, parent at TISD, participated in Open Forum. Ms. Chavez spoke against the consolidation and concerns regarding discipline issues.
- Kimberly Villalobos, parent at TISD, participated in Open Forum. Ms. Villalobos spoke against consolidating.
- Estela Pacheco, parent at TISD, participated in Open Forum. Mrs. Pacheco voiced appreciation for after school program. Mrs. Pacheco also spoke about communication issues between schools and parents.
- Cynthia Aviles, parent at TISD, participated in Open Forum. Ms. Aviles questioned how

students are being informed of campus consolidation.

- Nuvia Hernandez, parent at TISD, voiced confusion regarding consolidating due to miscommunication with parents.
- Jessica Gallegos, parent at TISD, participated in Open Forum. Mrs. Gallegos spoke against consolidating as well as other concerns.
- Maribel Moreno, parent at TISD, participated in Open Forum. Ms. Moreno spoke against consolidation as well as other concerns.

5. Lone Star Governance

6:04PM –
6:13PM

A. Student Outcome Monitoring: Goal 3

1. Tornillo High School – GPM 3.1 & 3.2

Mr. Alejandro Olvera, THS Principal, presented the Board of Trustees with GPM 3.1 & 3.2.

No Action Necessary.

6:13PM –
6:25PM

B. Districtwide SEL Curriculum Survey Results

Ms. Maria Morales, District At-Risk Coordinator, presented the Board of Trustees with the Districtwide SEL Curriculum Survey Results.

No Action Necessary.

6:25PM –
6:26PM

C. (Accountability 1) Review Board's Time Use Tracker

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

No Action Necessary.

6:26PM –
6:27PM

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

7. (VISION Y) Information / Reports / Presentations

6:27PM –
6:28PM

A. Financial Reports-Information Only

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the Financial Reports for March 2023.

No Action Necessary.

6:28PM –
6:29PM

B. Quarterly Investment Report

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the Quarterly Investment Report.

No Action Necessary.

6:29PM –
6:31PM

C. Random Validation Audit Updates

Ms. Lizeth Carrol, HR / Compliance Director, presented the Board of Trustees with the Random Validation Audit Updates.

No Action Necessary.

6:31PM –
6:36PM

D. 2023-24 LASO Grant

Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the 2023-24 LASO Grant.

No Action Necessary.

6:36PM – E. Narcan Protocol Review
6:38PM – Ms. Linda Rivero, District Nurse, presented the Board of Trustees with the Narcan Protocol Review.
No Action Necessary.

6:38PM – F. McKinney Vento Summer Camp
6:40PM – Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the McKinney Vento Summer Camp.
No Action Necessary.

8. (VISION Y) Board Items

6:40PM – A. Purchases > \$25,000 threshold – Authorization
6:43PM – 1. Consider Approval of Wrought Iron Fence Purchase and Installation
Mr. Rene Estrada, Maintenance/Transportation Director, presented the Board of Trustees with the Wrought Iron Fence Purchase and Installation.
Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve the Wrought Iron Fence Purchase and Installation, as presented.
Motion Passed Unanimously.

6:43PM – 2. Consider Approval of Shatterproof Window Film Purchase and Installation
6:46PM – Mr. Rene Estrada, Maintenance/Transportation Director, presented the Board of Trustees with the Shatterproof Window Film Purchase and Installation.
Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve Shatterproof Window Film Purchase and Installation, as presented.
Motion Passed Unanimously.

6:46PM – 3. Consider Approval to Purchase iPads for Teachers and Students
6:49PM – Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the Purchase of iPads for Teachers and Students.
Ofelia Bosquez made the motion and Maria Saldana seconded the motion to approve purchase of iPads for Teachers and Students, as presented.
Motion Passed Unanimously.

6:49PM – 4. Consider Approval to Purchase Dell Laptops for Students
6:51PM – Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the purchase of Dell Laptops for Students.
Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve purchase of Dell Laptops for Students, as presented.
Motion Passed Unanimously.

6:51PM – B. Discussion and Possible Action Regarding New Bus Driver Position
6:56PM – Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the New Bus Driver Position.
Ofelia Bosquez made the motion and Maria Saldana seconded the motion to approve the New Bus Driver Position, as presented.
Motion Passed with a 4:1:0 Vote; Marlene Bullard Opposed.

- 6:56PM –
7:06PM
- C. Consider Approval of Notice of Renewal of District of Innovation
Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the Notice of Renewal of District of Innovation.
Ida Estrada made the motion and Marlene Bullard seconded the motion to approve Notice of Renewal of District of Innovation, as presented.
Motion Passed Unanimously.
- 7:06PM –
7:16PM
- D. Consider Approval of School Action Planning Funds
Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the School Action Planning Funds.
Marlene Bullard made the motion and Enrique Vega seconded the motion to approve the School Action Planning Funds, as presented.
Motion Passed Unanimously.
- 7:16PM –
7:18PM
- E. Consider Approval of 2023-2024 Allotment and TEKS Certification
Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the 2023-2024 Allotment and TEKS Certification.
Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the 2023-2024 Allotment and TEKS Certification, as presented.
Motion Passed Unanimously.
- 7:18PM –
7:23PM
- F. Consider Approval of Strong Foundations Grant
Mr. Rodrigo Portillo, District Academic Coordinator, presented the Board of Trustees with the Strong Foundations Grant.
Ofelia Bosquez made the motion and Marlene Bullard seconded the motion to approve Strong Foundations Grant, as presented.
Motion Passed Unanimously.
- 7:23PM –
7:24PM
- G. Consider Approval of Resolution Opposing Vouchers, Education Savings Accounts, Taxpayer Savings Accounts, Taxpayer Savings Grants and Other Mechanisms that Reduce Public Education Funding.
Mrs. Rosa Vega-Barrio, Superintendent, presented the Board of Trustees with the Resolution Opposing Vouchers, Education Savings Accounts, Taxpayer Savings Accounts, Taxpayer Savings Grants and Other Mechanisms that Reduce Public Education Funding.
Marlene Bullard made the motion and Ofelia Bosquez seconded the motion to approve Resolution Opposing Vouchers, Education Savings Accounts, Taxpayer Savings Accounts, Taxpayer Savings Grants and Other Mechanisms that Reduce Public Education Funding, as presented.
Motion Passed Unanimously.
- 9. (STRUCTURE) Consent Agenda**
- 7:24PM –
7:25PM
- A. Consider Approval of Minutes from Previous Meetings:
1. Board Training – March 23, 2023
2. Regular Board Meeting Minutes – March 29, 2023
- B. Consider Approval of Budget Amendments
- C. Consider Approval of Disposal – Equipment and Other

- D. Consider Approval of COVID-19 One-Time Payment of \$1,000 to All Qualifying Employees
- E. Consider Approval of 2023-2024 Non-Certified Employment Contracts
Ofelia Bosquez made the motion and Enrique Vega seconded the motion to approve ALL items on consent agenda, as presented.
Motion Passed Unanimously.

7:25PM –
7:49PM

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.

The Board of Trustees entered into Executive Session at 7:25PM.

- A. Discussion Regarding Information Resource Technology Security, to include Security Assessment, Certain Network Security Information, and Security Devices under Section 551.089 of the Texas Government Code

No Action was taken during Executive Session.

7:49PM

11. Next Meeting Tentative Date: May 31, 2023

There being no further business, Maria Saldana made the motion and Ofelia Bosquez seconded the motion to adjourn meeting. Motion passed unanimously. Meeting adjourned at 7:49PM.

Marlene Bullard _____ Date
 President, Board of Trustees

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

Friday, May 12, 2023

1. (OTHER) First Order of Business

9:33AM –
9:34AM

A. Establish a quorum and call the meeting to order

The meeting was called to order at 9:33 AM 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
Maria Saldana
Enrique Vega

MEMBERS ABSENT:

Daniel Dozal
Hector Lopez

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

9:34AM –
9:47AM

- Alma Luna, parent at TISD, participated in Open Forum. Ms. Luna voiced her apprehensions regarding the grade level consolidations for the 2023-2024 school year.
- Ines Delgado, parent at TISD, participated in Open Forum. Ms. Delgado voiced her apprehensions regarding the grade level consolidations for the 2023-2024 school year.

3. (VISION Y) Board Items

9:47AM –
10:50AM

A. 2023-2024 Budget Workshop

Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the 2023-2024 Budget Workshop.

Marlene Bullard made the motion and Ida Estrada seconded the motion to approve the 2023-2024 Budget Workshop, as presented.

Motion Failed with a 2:2:1 Vote.

10:50AM –
11:03AM

B. Discussion and Possible Action Regarding 2023-2024 Grade Level Configuration

Mrs. Rosa Vega-Barrio, Superintendent, presented the Board of Trustees with the 2023-2024 Grade Level Configuration.

-At 10:56 AM Marlene Bullard, Board President, recognized community member who spoke regarding agenda item.

Marlene Bullard made the motion and Ida Estrada seconded the motion to approve Option 2 for 2023-2024 Grade Level Configuration, as presented.

11:03AM –
11:04AM

Motion Passed with a 3:2:0 Vote.

4. (STRUCTURE) Consent Agenda

A. Consider Approval of Revision of Notice of Renewal for District of Innovation

11:04AM

B. Consider Approval of the 2023-2024 Senior Trip

Marlene Bullard made the motion and Enrique Vega seconded the motion to approve ALL consent agenda items, as presented.

Motion Passed with a 3:1:1 Vote.

5. Next Meeting Tentative Date: May 31, 2023

There being no further business, Marlene Bullard made the motion and Ofelia Bosquez seconded the motion to adjourn meeting. Motion passed unanimously. Meeting adjourned at 11:04AM.

Marlene Bullard
President, Board of Trustees

Date

Ofelia Bosquez
Secretary, Board of Trustees

Date

TORNILLO INDEPENDENT

SCHOOL DISTRICT

Educating children today to be the leaders of tomorrow.



Tornillo Independent School District Donation Acknowledgement Form

Date of Request: _____ School/Department: _____

On behalf of Tornillo Independent School District, I am asking that the Board of Trustees approves the acceptance of the following items:

Donation Description	Quantity	Value

Purpose of donation:

Donor or Donor Organization Name: _____
Address, City, State & Zip Code: _____

Check one Non-monetary donation
 This donation will be recorded in the campus/department activity account
 This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in
Club Name: _____
Account Number: _____ - _____ - _____ - _____ - _____ - _____
Sponsor Signature: _____ Date: _____

Requestor's Signature: RAguilar Date: 5/31/2023
Board President Signature: _____ Date: _____

Copy to Finance Department & Requestor
Original to be kept by Executive Secretary

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: Georgina Miramontes, M. Ed RPED 1826, Special Education/Section 504 Coordinator/ Diagnostician
Subject: Workforce Solutions Borderplex
Date: May 31, 2023

HISTORY:

Tornillo ISD participated with Workforce Solutions Borderplex during the summer of 2019 and 2022 with the Summer and Earn and Learn program. A paid internship for TISD students to work within the district in different departments-such as technology and maintenance.

RATIONALE:

Tornillo ISD is seeking to participate with Workforce Solutions this summer to provide TISD student with the opportunity to gain job experience and pay, while supervised by a Job Coach from Workforce Solutions Borderplex. The Special Education Department is seeking permission to work with Workforce Solutions Borderplex by requesting written consent on the Workforce Solutions Borderplex Worksite Agreement. The Worksite Agreement outlines the responsibilities of each entity, that of Workforce Solutions Borderplex and that of Tornillo ISD.

BUDGET IMPACT:

There is no negative impact to Tornillo ISD at this time as Workforce Solutions Borderplex will be funding the pay for the time that students are on the job.

ADMINISTRATIVE RECOMMENDATION:

Administration is providing a recommendation to partner with Workforce Solutions Borderplex to review and agree to the Worksite Agreement between Workforce Solutions Borderplex and Tornillo ISD.



WIOA – CHOICES FUNDED EMPLOYMENT & TRAINING PROGRAM

Workforce Solutions Office (Address/Phone):

Worksite Name & Location (Address/Phone):

AGREEMENT PERIOD & PLACEMENT DETAILS

Participant Name: _____ **Participant ID:** _____ **Funding Source:** _____

Start Date: _____ **End Date:** _____

Pay Rate (Hourly): _____ **Maximum Hours:** _____ **Maximum Value:** \$ _____

Job Title: _____

Worksite Location (if different from above): _____

Workday	SUN	MON	TUE	WED	THUR	FRI	SAT
Daily Work Schedule	am	am	am	am	am	am	am
	pm	pm	pm	pm	pm	pm	pm
Total Scheduled Hours Per Week (Not to Exceed 40 Hours):							

Workforce Solutions Representative:

Worksite Location Contact:

Name: _____

Name: _____

Title: _____

Title: _____

Phone: _____

Phone: _____

Email: _____

Email: _____



PARTICIPANT JOB DESCRIPTION & DUTIES

Job Title:

Job Description/Duties:

SEE ATTACHED JOB DESCRIPTION



WORKSITE AGREEMENT

This AGREEMENT is entered into between _____ hereinafter referred to as the work experience/internship “**WORKSITE**,” and **Workforce Solutions Borderplex**, a non-profit corporation organized under the laws of the State of Texas hereafter referred to as “**Workforce Solutions Borderplex**.”

WITNESSETH:

It is the intent of this AGREEMENT to provide **Workforce Solutions Borderplex** and the **WORKSITE** an overview of the administrative and operational structure for the employment component of the work experience/internship program. Working with the targeted populations in the Local Workforce Development Area, **Workforce Solutions Borderplex** has received under contract federal funds to support an area work experience/internship program for eligible participants using non-profit, public and private employer worksites.

WHEREAS, The Congress of the United States has enacted the Workforce Innovation and Opportunity Act of 2014, Public Law 113-128 (H.R. 803), hereinafter referred to as the “**ACT**”; and,

WHEREAS, Grant Associates has entered into a financial agreement with the **Workforce Solutions Borderplex** Workforce Development Board to provide for the delivery of services in local area for the operation of a work experience/internship program, and,

WHEREAS, **Grant Associates designated subcontractor** shall be considered the employer of record for the Participants placed on worksites per this Agreement and be responsible for all compensation to the Participants for work experience/internship activities at a **WORKSITE** location.

WHEREAS, the Local Area’s plan identifies a need for an employment program offering Work Experience/Internships for eligible and identified participants; and,

WHEREAS, **Grant Associates designated subcontractor** is ready, willing and able to provide payroll services and Workers’ Compensation coverage for this experience for those Participants working at the **WORKSITE** locations as the Employer of Record,

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained in this AGREEMENT, and subject to the terms, conditions and assurances as herein set forth, the parties do hereby agree as follows:

A. GENERAL TERMS

Agreement Period:

The term of this Agreement will be from the date of the last signature below and shall continue for a period as outlined in the agreement. Thereafter, this Agreement will automatically renew on a year-to-year basis, not to exceed three (3) year renewals.

Provisions:

If any provisions of this AGREEMENT are found to be in violation of local, state, or federal rule, law or regulation, the AGREEMENT shall be changed to comply with such law, rule or regulation.

Complaint Procedure:

Participants enrolled in **Workforce Solutions Borderplex** program services shall not be considered employees of the WORKSITE. Should the **WORKSITE** have any dissatisfaction, concern, or complaint about the manner in which the **Workforce Solutions Borderplex** Participants are performing responsibilities under this AGREEMENT, those matters shall be communicated to the designated **Workforce Solutions Borderplex** representative for appropriate action as deemed necessary.

Termination of Agreement:

Given the short-term operating period of work experience/internship programs, this AGREEMENT may be terminated by either party with written notice to the other party or by mutual agreement of both parties within 30 days of receipt of said notice.

Performance of Conditions:



Workforce Solutions Borderplex and the **WORKSITE** certify that all conditions precedent to the valid execution of the AGREEMENT or its parts has been satisfied. **WORKSITE** assures it possesses legal authority to participate in this AGREEMENT.

Laws Applicable:

It is the intent of the parties hereto that the terms and conditions of this AGREEMENT, and the work to be performed hereunder, are subject to the applicable provisions of Federal law, and any rules and regulations lawfully promulgated hereunder, and to all applicable state and local laws, ordinances, rules and regulations.

Compliance with WIOA:

WORKSITE agrees it will comply with the requirements of the Workforce Innovation and Opportunity Act of 2014 (P.L. 113-128), and with regulations and policies promulgated hereunder. Per the terms of this AGREEMENT, the **WORKSITE**, by signing this AGREEMENT, will comply with the following specific requirements required to provide services under the ACT.

- **Maintenance of Effort:** The **WORKSITE** will only provide services under this AGREEMENT, which in the absence of said AGREEMENT would not have been available to the Participants.
- **Non-Displacement of Workers:** The **WORKSITE** certifies that by entering into this AGREEMENT, no permanent full-time employee was displaced from their employment as a result of the terms of this AGREEMENT.
- **Prohibition of Political Activities:** All employees whose employment directly resulted from AGREEMENT funding shall not be involved in any political activities to include candidate and/or campaign support.
- **Lobbying.** The **WORKSITE** shall not use funds and/or human resources to promote or initiate any activity tied to lobbying efforts related to local, state and/or federal politics.
- **Sectarian Activities.** The **WORKSITE** shall not provide employment or training in sectarian activities and/or use contract resources to promote such activities.
- **Union Activities.** The **WORKSITE** shall not use any funds or resources provided under this AGREEMENT to assist, promote or deter union organizing and/or affect a collective bargaining process.

Rights and Remedies Not Waived:

Payment of wages by **Grant Associates designated subcontractor** shall not be construed as a waiver by the **WORKSITE** of their responsibility to provide competent management of Participants in this work-based activity. Although **Grant Associates designated subcontractor** shall be recognized as the employer of record of the Participants, the **WORKSITE** will maintain responsibility for direct supervision to include the maintenance of a safe and healthy working environment for Participants.

B. Responsibilities of Workforce Solutions Services:

1. **Workforce Solutions** shall identify and refer Participants to the **WORKSITE** and shall provide subsequent support and assistance to the **WORKSITE** as needed during the operation of this program:
 - Provide case management to the Participants and identify barrier to employment for successful completion.
 - Support-of general supervision to include ongoing feedback to both **WORKSITE** and supervisor.
2. **Grant Associates designated subcontractor** shall provide check-writing or electronic transfer of payroll services for Participant work activity according to a standard payroll schedule. **Grant Associates designated subcontractor** shall retain personnel files on all with the following contents:
 - Certificate of I-9/Employment Eligibility (Manpower is an “E-Verify” Participating Employer)
 - Copy of Social Security Card
 - Participant Pay Rate
 - Signed Acknowledgement Grievance/Complaint Procedure
 - Consent for Criminal Background Check
 - Pre-Employment Drug Screening Information (or Wavier thereof) Management of critical incidents as the employer of record.
 - Timesheet management to include receipt and processing of said documents.
 - Worksite injury and Workers’ Compensation coordination.
 - Review of worksite safety to include compliance with Wage and Hour and Federal/State Labor Law requirements-



3. **Workforce Solutions** will supply time sheets and performance appraisal templates.
4. **Grant Associates designated subcontractor** shall be considered the employer of record for the Participants placed on worksites per this Agreement and be responsible for all compensation to the Participants for work experience/internship activities at a WORKSITE location. In addition, **Grant Associates designated subcontractor** will assume responsibility for Workers' Compensation liability. The **Grant Associates designated subcontractor** will agree to comply with all employment laws and be solely responsible for any employment-related claims by the participants.
5. **Workforce Solutions Borderplex** will conduct a job analysis prior to the placement of an Employee Participant in work experience/internship, and develop a job description and specifications, if they do not already exist.

C. Responsibilities of WORKSITE:

1. **WORKSITE** assures that **Workforce Solutions Borderplex** Participants will receive meaningful work experience in a fully supervised and safe working environment.
2. **WORKSITE** agrees to provide one (1) **WORKSITE** supervisor for Participants and designate at least a single alternate supervisor. The **WORKSITE** supervisor, whose qualifications are commensurate with the job specifications, shall be present during Employee Participant's hours of work. In addition,
 - **WORKSITE** will comply with the regulations set forth in the Supervisor Handbook.
 - Work hours may vary based on the needs of the **WORKSITE, up to 40 hours per week**
 - No Employee Participant shall work for more hours than stipulated under the terms of the AGREEMENT. At no time shall an Employee Participant be required to work, or be compensated for work in excess of 40 hours of work per week. **Any compensation for work that may occur in excess of 40 hours shall be the sole responsibility of the WORKSITE, and paid by the WORKSITE in accordance with applicable laws or regulations governing wages and hours, to include but not limited to rules set forth by the Fair Labor Standards Act (FLSA).**
 - **WORKSITE** shall have sufficient equipment and materials to perform the assigned job and sufficient meaningful work to occupy Employee Participant time during working hours.
 - **WORKSITE** supervisor or alternate supervisor shall sign time and attendance records on a weekly basis, verifying the accuracy of time worked. **WORKSITE** agrees to accept direct financial responsibility for overpayment of wages resulting from negligence and/or misrepresentation of actual time worked.
 - **WORKSITE** supervisor shall meet one-on-one with Employee Participant at least once a week to discuss Employee Participant's progress and complete the performance appraisal as required.
 - **WORKSITE** supervisor shall provide feedback through a Workforce Evaluation form to **Workforce Solutions** Borderplex staff during the participants third week of work experience/internship.
 - **WORKSITE** supervisor shall provide a completion report form to **Workforce Solutions Borderplex** staff once the participants work experience/internship has been completed.
 - **WORKSITE** will agree to comply with all employment laws.
 - **WORKSITE** will agree to accept the Non-Disclosure agreement provided in Appendix A.
3. **WORKSITE** agrees to post job description, emergency contact information and Child Labor Law poster in the work area of each Employee Participant. An alternate plan in case of inclement weather shall be listed on the job description of any assignment that involves mostly outdoor employment.
4. **WORKSITE** agrees to maintain the confidentiality of any and all information regarding Participants or their immediate families. **WORKSITE** shall not release any information to any other agency, entity, person or business without the specific approval of the Employee Participant's parent or guardian. In the event that **WORKSITE** receives a request under the Texas Public Information Act related to such information, **WORKSITE** agrees to notify Workforce Solutions so that interested parties may contact the Attorney General of Texas regarding the potential release of such information.
5. **Records and Reports:** At such times and in such forms as the Federal Government, State, or the **Workforce Solutions Borderplex** may require, the **WORKSITE** shall furnish statements, records, reports, data, and/or information pertaining to matters covered by the AGREEMENT, or related to implementation of the AGREEMENT.



- 6 **Project Monitoring and Project Close-Out:** At any time during the term of this AGREEMENT, **WORKSITE** shall permit the Secretary of Labor, the Comptroller General, **Workforce Solutions Borderplex** or their authorized representative to monitor project performance pursuant to the terms of this **AGREEMENT**.



D. AGREEMENT EXECUTION:

The parties hereto have caused the AGREEMENT to be executed effective on the date last signed by the parties.

Executed by the WORKSITE on this _____ day of _____, 20_____.

Attest:

Signature/Title of Signatory

Printed Name

Executed by Workforce Solutions on this _____ day of _____, 20_____.

Attest:

Workforce Solutions:

Signature/Title of Signatory

Printed Name



WORKSITE AGREEMENT ADDENDUM

As our Work Experience and Subsidized Employment participants are provided through a federally funded work readiness program, we are required to provide a safe and healthy work environment. As a Worksite Employer for participants of this program, please certify that you:

- Promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% alcohol.
- Encourage workers to stay home if they are sick.
- Encourage respiratory etiquette, including covering coughs and sneezes.
- Provide customers and the public with tissues and trash receptacles.
- Encourage physical distance among employees and between employees and others if state and local health authorities recommend the use of social distancing strategies.
- Discourage workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
- Maintain regular housekeeping practices including routine cleaning and disinfecting of surfaces, equipment and other elements of the work environment.
- Provide Personal Protective Equipment (PPE), such as masks and gloves, as needed.
- Maintain policies requiring employees to report when they are sick or experiencing symptoms of COVID-19.
- Notify workers and Grant Associates if anyone at the worksite is diagnosed with COVID-19

CERTIFICATION OF PROVIDER

The undersigned is an authorized representative of the Worksite Employer and hereby attests that the information set forth above is true and correct, to the best of his/her knowledge.

Signature

Date

Name and Title

Email address

Employer



Appendix A

**Workforce Program Participant
Nondisclosure Agreement (NDA)**

As part of your opportunity to participate in the Work Experience Program through Workforce Solutions Borderplex (“WSB”) and its contractors and partners, you will have access to Confidential Information of the Worksite where you are assigned for your internship and work experience.

This Workforce Program Participant Nondisclosure Agreement (NDA) is written as an agreement between you, on the one hand, the WSB, on the other, to protect any Confidential Information of the Worksite where you perform your work experience.

An NDA is a binding contract to prevent sensitive information being disclosed. This NDA is a promise by you not to talk about, post on social media, discuss with family/friends, or otherwise publish Confidential Information from your Worksite. An NDA is often referred to as a “confidentiality agreement.”

The Confidential Information of your Worksite includes any type of data, information, or documentation (in electronic or paper form) that is treated as confidential under the law or by your Worksite. Confidential Information includes any personal information about others you obtain through your Worksite that would constitute an invasion of privacy for you to discuss or release outside of work. Confidential Information includes private or sensitive internal business and operational information for your Worksite. Examples of Confidential Information protected by this NDA are

- Names, addresses, telephone numbers, and emails of customers, suppliers, participants
- Any private personal information of others, such as dates of birth, social security numbers, driver’s license numbers, family membership, income, health information, insurance information, test results, financial information.
- Internal corporate information such as financial information, sales information, strategies, legal matters, auditor information.
- Trade secrets, meaning any type of device, plan, program, app, that was developed and owned by your Worksite for its business.
- Business plans or strategies.

In return for WSB’s agreement to provide you with a paid Work Experience, you agree in return to keep your Worksite’s Confidential Information strictly confidential.

By your signature below, you are confirming that you have read, reviewed, and agree that:

- You will keep your Worksite’s Confidential Information in strict confidence, protect the security, integrity, and confidentiality of the Confidential Information and not permit unauthorized access to or unauthorized use, disclosure, publication, or dissemination of Confidential Information.
- You understand and agree that your Worksite owns its Confidential Information. This means you cannot use or take Confidential Information with you at the end of your Work Experience.



- You agree not to make unauthorized copies of or take Confidential Information and that you will not retain or keep any Confidential Information after your Work Experience ends.
- The obligation to keep Confidential Information confidential extends beyond your Work Experience for a minimum period of 10 years.
- Violations of this NDA may lead to financial penalties and termination of your Work Experience.

This NDA is in addition to any policies or agreements provided by your Worksite, and supplements any applicable law governing the confidentiality of your Worksite's information or property.

Signature: _____
Printed Name: _____

Date: _____



MEMORANDUM

To: Members of the Board of Trustees
From: Luis M Guerra, Director of Finance
Subject: Budget Amendment - Administration
Date: May 31, 2023

Budget Amendment Request

- 1. Requesting a budget amendment to allocate from function 11- Instruction to 13- Curriculum Development/Instructional Staff Development change cost savings on Bilingual stipend and will provide a districtwide training.

Decrease

199.11.6118.00.101.25.0.00	\$ 12,000
199.11.6118.00.041.25.0.00	1,000

Increase

199.13.6299.00.999.25.0.00	\$13,000
----------------------------	----------

- 2. Requesting a budget amendment to allocate Teacher Incentive allotment in Function 11- Instruction.

Increase

199.11.6118.23.999.11.0.00	\$66,146
199.11.6121.23.999.11.0.00	1,577
199.11.6141.23.999.11.0.00	959
199.11.6143.23.999.11.0.00	66
199.11.6145.23.999.11.0.00	40
199.11.6146.23.999.11.0.00	5,622
199.11.6149.23.999.11.0.00	986
199.11.6299.23.999.11.0.00	2,500
199.23.6118.23.999.11.0.00	2,426
199.13.6118.23.999.11.0.00	2,426
199.41.6499.23.999.11.0.00	525
199.11.6399.23.999.11.0.00	500



TORNILLO INDEPENDENT SCHOOL DISTRICT

Finance Services

Board President: _____ Date: _____

Board Secretary: _____ Date: _____

May 19, 2023

Board of Trustees and Management
Tornillo Independent School District
P.O. Box 170
El Paso, Texas 79853

We are pleased to confirm our understanding of the services we are to provide for Tornillo Independent School District for the year ended August 31, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Tornillo Independent School District as of and for the year ended August 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement Tornillo Independent School District’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Tornillo Independent School District’s RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management’s Discussion and Analysis
2. Schedule of Revenues, Expenditures and Changes in Fund Balance Budget and Actual – General Fund, along with the related notes;
3. Schedule of the District’s Proportionate Share of the Net Pension Liability (Teacher Retirement System of Texas) and the related notes;
4. Schedule of District Contributions for Pensions (Teacher Retirement System of Texas) and related notes;
5. Schedule of the District’s Proportionate Share of the Net OPEB Liability (Teacher Retirement System of Texas) and related notes; and

6. Schedule of District Contributions for Other Post-Employment Benefits (OPEB) (Teacher Retirement System of Texas) and related notes.

We have also been engaged to report on supplementary information other than RSI that accompanies Tornillo Independent School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Schedule of expenditures of federal awards and related notes; and
2. Combining fund statements.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1. Required TEA schedules

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statement and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Improper revenue recognition due to fraud
- Management override of controls

However, planning has not concluded, and modifications may be made to our risk assessment. Those modifications will be communicated to those charged with governance in a timely manner in writing.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures— Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Tornillo Independent School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Tornillo Independent School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Tornillo Independent School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Tornillo Independent School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. We will also assist with the submission of the data collection form and required TEA Annual Financial Report submission. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to

achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the

Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Tornillo Independent School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Gibson Ruddock Patterson LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Gibson Ruddock Patterson LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Shelly J. Ruddock is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit in August 2023 and to issue our reports no later than January 2024.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Our fee for these services will be at our standard hourly rates except that we agree that our gross fee will not exceed \$53,900. This fee does not include significant time to help with the implementation of GASB 96 Subscription-Based Information Technology Arrangements. If our assistance is needed with the implementation of GASB 96, we can negotiate the fee for the additional time related to those services when deemed necessary. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

As part of this engagement, and for no additional fee, we will prepare and submit the electronic submissions of the annual financial and compliance report and the related GASB audit data feed. This is an additional service we will provide to assist district personnel in satisfying the audit submission requirements dictated by the Division of Financial Compliance of the Texas Education Agency. However, District personnel will be required to review and perform the necessary finalization procedures required by the submission process.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Trustees of Tornillo Independent School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Tornillo Independent School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Gibson Ruddock Patterson LLC



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Report on the Firm's System of Quality Control

September 16, 2022

To the Owners of Gibson, Ruddock, Patterson, LLP
and the Peer Review Committee of the TXCPA

We have reviewed the system of quality control for the accounting and auditing practice of Gibson, Ruddock, Patterson, LLP (the firm) in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

(Continued)

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Gibson, Ruddock, Patterson, LLC in effect for the year ended June 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Gibson, Ruddock, Patterson, LLC has received a peer review rating of *pass*.

Crowe LLP
Crowe LLP
Austin, Texas

CN-WTFSC02
2023-2024 West Texas Food Service Cooperative Interlocal Agreement
1/9/2023-7/31/2024

Child Nutrition and Purchasing

Description:

The goal of the Cooperative is to obtain substantial savings on specific food service items for member districts through volume purchasing. The highest quality products for the best possible prices will be sought. The district should benefit through cost savings, meeting federal and state procurement regulations, and receiving items meeting federal Child Nutrition Program requirements. Participating Education Service Centers will organize and administer The West Texas Food Service Cooperative (Cooperative) with Region 17 Education Service Center acting as the fiscal agent (Coordinating Center).

This agreement is entered into pursuant to the authority granted by Title 7 (Agriculture) of the Code of Federal Regulations, Chapter 791 of the Texas Government Code, and Chapter 8 of the Texas Education Code.

EDGAR COMPLIANCE

CONTRACTS INVOLVING FEDERAL FUNDS: Region 17 ESC may be unable to determine which of its agreements/contracts will be used by cooperative members using federal funds at the time of the procurement process. Therefore, Region 17 ESC intends to competitively procure each contract awarded by Region 17 ESC under Section 44.031 of the Texas Education Code and intends to comply with EDGAR and USDA regulations for every procurement action. To comply with EDGAR, Region 17 ESC will make an independent estimate of the value of goods or services in the current market before receiving bids or proposals. After Region 17 ESC receives bids and proposals, but before awarding a contract, Region 17 ESC will also conduct a price or cost analysis and document its findings. For contracts at or above \$50,000 cooperative members must verify that Region 17 ESC fulfilled its requirement to conduct a cost or price analysis in order to benefit from the ability to purchase goods and services from its purchasing cooperatives directly without the need for additional procurement activities or documentation. Region 17 ESC will provide its *Independent Estimate Determination Form* and *Determination of Cost or Price Reasonableness Form* to a cooperative member upon request, but Region 17 ESC recommends that when circumstances necessitate separate evaluation of lump-sum pricing, cooperative members also conduct an independent evaluation of cost or price reasonableness tailored to the cooperative member's specific purchases so that the cooperative member can independently determine the reasonableness of the cost/price of the particular purchase. Stated differently, if the cooperative member's verification of Region 17 ESC's compliance with EDGAR reveals that the lump-sum price includes goods or services for which Region 17 ESC could not have performed a cost or price analysis, the cooperative member should conduct an independent cost or price analysis.

I. Term of Contract

The term of this contract shall be from the date of acceptance by authorized District personnel through July 31, 2024. The participating party(ies) may with mutual agreement among all other participating parties, rescind the Commercial Purchasing and/or Full-Service component of this contract with a thirty (30) day written notice. If participating in the Commodity Processing component of this contract, the participating party is required to fulfill the contractual obligation until all processed commodity commitments are received. For general termination information, see Section VII.

A signed agreement or at least a verbal commitment from district must be received by the WTFSC by March 31, 2023 for district to participate in commodity processing for contract year.

II. General Provisions

In accordance with United States Department of Agriculture (USDA) regulation and Texas Department of Agriculture (TDA) guidance in the Administrator's Reference Manual Section 17c, the Cooperative is a Child Nutrition Program (CNP) Operator-Only Cooperative that is categorized as a "for profit cooperative". Consequently, at the end of the contract year, the Cooperative must return all profit in excess of the profit margin as described in the contract to the participating Cooperative's members, i.e., Contracting Entities. The Cooperative's "profit margin", for purposes of this Agreement, shall be the revenue received by the Cooperative through the charging of the vendor fee set forth in "Fee" section below minus the expenses to the Coordinating Center to operate the Cooperative. The Coordinating Center shall retain the profit margin; however, revenue received in excess of the profit margin ("unanticipated profit"), if any, shall be distributed to the Cooperative's members.

III. Fee

No fee shall be charged to members of the Cooperative.

The USDA does not allow federal funds received by ESC Child Nutrition components to be used to support purchasing cooperatives. Therefore, the Cooperative is a totally self-funded entity. To provide this revenue, a fee of .85% of each district Commercial Purchase is charged to the vendor through a Vendor Participation Fee. Through the Commodity Processing bids, a per-truckload fee of \$500.00 is charged to the processor as an Administrative Processing Fee. All fees are used to cover expenses related to the administration and direct operation of the Cooperative. Districts, even though they may incur these fees indirectly, pay no direct fee to the Cooperative for participation.

IV. ESC 17 (Coordinating Center) will be responsible for the following:

- Provide for the organizational and administrative structure of the cooperative.
- Provide for staff time necessary for efficient operation of the cooperative.
- Host Regional Advisory Board meetings for commercial bid purchasing and commodity processing components.
- Provide onsite and/or technology based regional and/or area trainings as requested/necessary.
- Initiate and implement activities related to the bidding and vendor selection process, in accordance with formal procurement procedures for Texas public schools.
- Review annual fiscal report with member districts at a Fall Advisory Board Meeting.
- Provide districts with Service Report/Product Comment Forms to address quality assurance and vendor complaint issues consistently.
- The Cooperative will not be held responsible for product warranties, product qualities, failure to deliver by vendor(s), or failure of payment to vendor(s) by participating members.
- Manage awarded contracts including:
 - Utilizing cost/price analysis
 - Maintaining awarded catalog(s)
 - Monitoring addition of new goods and/or services
 - Monitoring value of contract(s), i.e., Material Change
 - Material change means a modification that exceeds and/or alters the terms of the original contract between WTFSC, its cooperative members, and Vendor in the amount of 10% of total contract value.

V. Role of the participating district:

- Commit to participate in the Cooperative by resolution of the governing body.
- Designate a contact person for the Cooperative.
- Return all necessary forms to the Cooperative in a timely fashion with appropriate signatures.
- Abide by directives and decisions of the Regional Advisory Boards and Coordinating Center.
- Abide by Texas Department of Agriculture Roles and Responsibilities for Further Processing of USDA Foods as per the Contract Packet via TX-UNPS.
- Prepare purchase orders issued to the appropriate vendor(s)/processor(s) from the official award list provided by the Cooperative.
- Accept shipments of products in accordance with standard HACCP delivery procedures and the Cooperative delivery agreements.
- Pay vendor(s) as per awarded terms and conditions unless prior arrangements have been made between the participating member and the vendor(s). All deliveries will be made in accordance with the specified delivery schedule in each bid document.
- Manage awarded contracts including:
 - Notifying WTFSC of issues regarding vendors and product quality by submitting the Service Report/Product Comment Forms as necessary
 - Following proper procedures to request additional items to be added to bid catalog
 - Verify accuracy of invoices and authorizing payments consistent with contract terms
 - Monitor any changes to the contract through the amendment process allowed by the terms of the contract

VI. Amendments

This agreement may be amended only by agreement of both parties. Amendments may include:

- Change in Contract Options
- Change in Designee

VII. Termination of Contract

This agreement may be terminated for any of the following reasons:

- The Cooperative member submits a written thirty (30) day notice to the ESC terminating the Agreement.
- The Coordinating Center gives the district thirty (30) days written notice that the district has failed to uphold outlined roles of the agreement.
- The Coordinating Center gives the district thirty (30) days written notice of regulation changes that void the contract

VIII. Additional Info

- Compensation. The parties agree that the contractual payments under this Agreement and any related exhibits and documents are amounts that fairly compensate ESC 17 for the services or functions performed under the Agreement.
- Severability. If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
- Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and venue shall lie in Lubbock County, Texas, unless otherwise mandated by law.
- Warranty. By the execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized by all requisite administrative action required to enter into and perform the terms of this Agreement.

Commercial Food Purchasing (Through awarded distributor. Example: Labatt)

Yearly Cost: \$0.00

Reset

Commodity Processing (Must participate in the USDA/TDA commodity processing program)

Yearly Cost: \$0.00

Reset

Full Service Delivery (Milk, Bread, Novelties, etc. shipped direct to CE. Example: Gandy's)

Yearly Cost: \$0.00

Reset

Designee (click here to enter designee information)

Child Nutrition Director or Cafeteria Manager authorized to coordinate all Cooperative activities with WTFSC/ESC 17 staff

Designee Name: Norma Aguirre

Designee Title: Food Service Director

Designee Email: aguirren@tisd.us

ESC Region #: 19

Yearly Cost: \$0.00

Reset

Annual Rate: \$0.00

Contact Information

Name , Phone# , PO#



Wellness Department
430-D Oil Mill Road
Tornillo, TX 79853
Phone 915.765.3565
Fax 915.765.3599

MEMORANDUM

To:
From:
Subject:
Date:

HISTORY:

RATIONALE:

BUDGET IMPACT:

ADMINISTRATIVE RECOMMENDATION:

District Partnership Terms and Conditions

2023 Calendar Year Project

Action for Healthy Kids in Partnership with the Paso del Norte Health Foundation

This Action for Healthy Kids (AFHK) District Grant Terms and Conditions is between Action for Healthy Kids and **Tornillo ISD** (furthermore referred to as DISTRICT). The purpose of this document is to establish the terms and conditions under which AFHK has awarded a grant to DISTRICT.

Article I: Scope

The District Grant Terms and Conditions applies to the grant award made to DISTRICT in 2023. These grant dollars specifically support district engagement and staff participation in the 2023 calendar project with AFHK and the Paso Del Norte Foundation to include time for attending meetings/trainings and work done that supports enhanced school health and wellness infrastructure, programs, policies and practices. This agreement runs from February 1, 2023 to January 31, 2024.

Article II: Grant Award

AFHK agrees to award funds to DISTRICT pending receipt of signed District Grant Terms and Conditions due May 30, 2023. AFHK reserves the right to rescind the grant award in the event of non-compliance with the District Grant Terms and Conditions. In the unlikely event that the funder supporting this work does not make timely grant payments to Action for Healthy Kids, we reserve the right to reduce the amount of your grant and/or change the schedule of payments accordingly. DISTRICT agrees to comply with such reasonable procedures established by AFHK as requirements for this grant. The grant period will be from February 1, 2023 – January 31, 2024.

Article III: Grant Communications

DISTRICT agrees to comply with AFHK's logo and Communications Guidelines (see Appendix A) for all grant-related materials, including but not limited to program materials, presentations, announcements, press releases, and curricula. DISTRICT agrees to notify AFHK prior to releasing any media or public relations outreach materials related to this grant-funded project. Prior to distribution, AFHK reserves the right to review and approve all press releases and materials developed by DISTRICT.

District grants AFHK the unrestricted right to use photographs, video, film or other media (collectively "Promotional Media") taken of the DISTRICT's location, its personnel or staff, by or on behalf of AFHK at any time during the project which is the subject of this Terms and Conditions. AFHK, the Project sponsors, organizers or their assigns have permission to use the Promotional Media for any legitimate purpose, including but not limited to social media, editorial, trade, advertising, web site or any other promotional purposes without restriction and without DISTRICT's inspection or approval. DISTRICT hereby releases AFHK and their representatives and assigns from all claims and liability relating to said Promotional Media.

AFHK reserves the right to utilize school success stories/Promotional Media as needed, including assigning the right to AFHK funding partners to use school success stories/Promotional Media, for purposes of promoting AFHK strategic goals. DISTRICT agrees to obtain and keep Promotional Media release forms completed for students in promotional media provided to AFHK by DISTRICT. DISTRICT

may use their own Promotional Media release form, or AFHK's for this purpose. AFHK reserves the right to publish evaluation findings in peer-reviewed journals. Under no circumstance will any school's name be identified in these publications.

Article IV: Grant Deliverables

By accepting this grant, DISTRICT agrees to use the grant funds as outlined below. In the event that your DISTRICT cannot use grant funds for the purposes described in the application, you must notify AFHK immediately. DISTRICT agrees to accomplish the proposed project specific outcomes outlined below.

- Commit to participating in the project through January 2024.
- Designate a primary contact person to be the point of contact for AFHK.
- Identify a district team (perhaps your existing SHAC) to participate in quarterly updates with AFHK including: Child Nutrition Director, Director of Physical Education, Director of School Nursing, Family Support Specialist/Family and Community Engagement Department and parents. (NOTE: These updates can be collective meetings or meetings with individual departments.)
- For new districts, sharing your Local School Wellness Policy for review with AFHK within 30 days of signing T&C. For returning districts, sharing your Local School Wellness Policy with AFHK if changes have been made since the last wellness policy review.
- Support school-level assessments of policy implementation.
- Assist schools in completing the AFHK School Health Index to determine alignment with Wellness Policy.
- Identify best training option for district needs on health and wellness and promote attendance within district (e.g. parent workshop, SHAC training, Wellness Policy training).
- Participation in a regional community-school wellness coalition.
- Work to improve existing wellness policy around nutrition and physical activity based on recommendations from WellSAT analysis.
- Work with AFHK Project Coordinator to create a success story by December 31, 2023.

AFHK reserves the right to audit grant programs and budgets as needed.

Article V: AFHK Resources

Throughout the grant term, AFHK will provide the following resources to DISTRICT to support this effort:

- An analysis of your Local School Wellness Policy and expert recommendations to align with national best practice policies.
- \$1,000 in grant funds for participation in Healthy Schools Coalition.
- Training for your School Health Council and school health teams.
- School-level support for implementation of wellness policies.
- Free program materials and supplies from AFHK.
- In-depth technical assistance from AFHK.
- Training and resources via phone, email, and webinars to provide technical assistance to DISTRICT and grant implementation team (including school staff, administrators and parent/community volunteers).

- Suggestions for opportunities and improvements included in district’s WellSAT assessment analysis scorecard.
- Opportunities to share ideas and best practices with other granted districts and schools.
- Successes from other funded districts and schools.

Article VI: Reporting Requirements

Reports on the above deliverables must be submitted to AFHK as follows:

- May 30, 2023 – Submit/Sign Terms and Conditions (grant funds awarded upon completion and receipt).
- Monthly throughout project – In-person or monthly phone calls with AFHK representative.
- Yearly submission of Local School Wellness Policy (required for new districts within 30 days of signing T&C and any returning district if changes have been made since the last wellness policy review).
- Schools within funded districts complete the School Health Index yearly.
- Districts complete a year-end report.

DISTRICT agrees to the *District Grant Terms and Conditions* to implement the above deliverables as stated in DISTRICT’s proposed plan.

To electronically submit your official signature, please sign below.

Grant payments will not be cut until signed District Partnership Memorandum of Understanding has been submitted by your district.

All signed District Partnership Memorandums of Understanding must be submitted by May 30, 2023.

Contact Michelle Smith, State Coordinator, msmith@actionforhealthykids.org with questions.

The Partner District agrees to the *District Partnership Memorandum of Understanding* to implement the above deliverables.

AGREED:

On behalf of Action for Healthy Kids:

(Signature)

Date

By: _____
(Printed Name)

(Title)

On behalf of DISTRICT:

District Primary Contact:

(Signature)

Date

By: _____
(Printed Name)

(Title)

APPENDIX A

Action for Healthy Kids® Logo Usage Guidelines

Please adhere to these usage guidelines for the Action for Healthy Kids logo.

- Use the official Action for Healthy Kids (AFHK) [full-color logo](#) or [black and white logo](#).
- The AFHK logo cannot be used to promote or endorse any brand or product.
- If you create new materials with the AFHK logo on it please contact the appropriate AFHK [State/Project Coordinator](#) with details of how and where the logo will be used.
- The AFHK logo should only be used as a part of messaging that is consistent with AFHK's mission to mobilize family-school partnerships to prepare kids to be healthy in body and mind.
- Persons, schools and organizations who use the AFHK logo automatically agree to adhere to the logo usage guidelines as specified above.
- Any questions concerning the use of the AFHK logo should be directed to ContactUs@ActionforHealthyKids.org.