



Agenda for Board of Trustees Meeting Tornillo Independent School District

Meeting Date: Wednesday, February 26, 2025

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. CTE Month
TISD Students
 - B. Future Business Leaders of America
Mr. Raymond Bonilla, CTE Coordinator
4. **(OTHER) Open Forum**
Ms. Marlene Bullard, Board President
5. **Lone Star Governance**
 - A. **Student Outcome Monitoring:**
 1. Goal 1: GPM 1.1-Middle of Year PK-3 Reading & Goal 2: GPM 2.1 - Middle of Year K-3 Math 4
Mrs. Myrna Lopez, PK-8 Principal
 - B. THS Discipline Data Update 19
Mr. Alejandro Olvera, THS Principal
 - C. PK-8 Discipline Data Update 20
Mrs. Myrna Lopez, PK-8 Principal
 - D. Consider Approval of JH Targeted Improvement Plan 24
Mrs. Myrna Lopez, PK-8 Principal
 - E. (Accountability 1) Review Board's Time Use Tracker

- Ms. Marlene Bullard, Board President
6. **(ADVOCACY) Community Engagement on Student Outcome Goals**
Ms. Marlene Bullard, Board President
7. **(VISION Y) Information / Reports / Presentations**
- A. Financial Reports-Information Only 35
Mr. Luis M. Guerra, Director of Finance
 - B. CNS Department Updates 58
Ms. Norma Aguirre, District CNS Manager
8. **(VISION Y) Board Items**
- A. Consider Approval of 8th Grade College Tour 65
Mrs. Alicia Alvarado, PK-8 Counselor
 - B. Consider Approval of Sophomore College Trip 66
Mr. Raymond Bonilla, CTE Coordinator
 - C. Consider Approval of First Responder Comprehensive Addiction and Recovery Act Agreement with 67
Emergence Health Network
Ms. Linda Rivero, District Nurse
 - D. Discussion and Possible Action on Board Conference Attendance for the 2025-2026 Fiscal Year
Ms. Marlene Bullard, Board President
 - E. Discussion and Possible Action to Approve and Accept Letter of Award for LASO 3 81
Mrs. Rosa Vega-Barrio, Superintendent
9. **(STRUCTURE) Consent Agenda**
(All items on the Consent Agenda shall be acted upon by one vote without separate discussion, unless a Board Member requests that an item be withdrawn for individual consideration)
- A. Consider Approval of Minutes from Previous Meetings:
 - 1. Regular Board Meeting Minutes - January 22, 2025 93
 - B. Consider Approval of Budget Amendments 97
Mr. Luis M. Guerra, Director of Finance
 - C. Consider approval of TASB Policy Manual Update 124 (1st Reading) affecting the following 98
(LOCAL) Policies:
 - 1. CAA (LOCAL): FISCAL MANAGEMENT GOALS AND OBJECTIVES - FINANCIAL ETHICS
 - 2. CDA (LOCAL): OTHER REVENUES - INVESTMENTS
 - 3. CY (LOCAL): INTELLECTUAL PROPERTY
 - 4. DH (LOCAL): EMPLOYEE STANDARDS OF CONDUCT
 - 5. EHB (LOCAL): CURRICULUM DESIGN - SPECIAL PROGRAMS
 - 6. EHBB (LOCAL): SPECIAL PROGRAMS - GIFTED AND TALENTED STUDENTS
 - 7. FFC(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT
 - 8. GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES
 Mrs. Rosa Vega-Barrio, Superintendent
 - D. Consider Approval of 2025-2026 Academic Calendar 161
Mrs. Rosa Vega-Barrio, Superintendent
10. **(OTHER) Executive Session. The Board will enter into a closed session to discuss the following items under Sections 551.076 and 551.089, Texas Government Code. The Board will reconvene into open session to take any necessary action.**
- A. Discussion with legal counsel regarding Public Utility Commission of Texas (PUC) Proceeding, SOAH Docket No. 473.25.11219, Application of El Paso Electric Company to Change Rates and status for Rate 41 Group and other rate classes
11. **(STRUCTURE) Continuation of Board Items in Open Session**
- A. Consider intervention in Public Utility Commission of Texas (PUC) Proceeding, SOAH Docket No. 473-25-11219, Application of El Paso Electric Company to Change Rates and Status for Rate 41 Group and other rate classes, subject to at least 50% of prior Rate 41 member participants (by percentage of usage) also intervening and subject to approval, at a future Board meeting, of a definitive interlocal agreement and engagement with special counsel.
Mr. Steve Blanco, Legal Counsel
12. **Next Meeting Tentative Date:** March 26, 2025

Adjournment of the Meeting

Po
Mc



on: Friday, February 21, 2025 at 5:47 PM
lay, February 26, 2025

Rosa Vega-Barrio
Superintendent of Schools



TORNILLO

**EARLY COLLEGE
DISTRICT**

**Tornillo PK-8
MOY 2025 February Reporting
Middle of the Year
Reading & Math Data (PK-3rd Grade)**

Lone Star Governance

Kinder Reading & Math

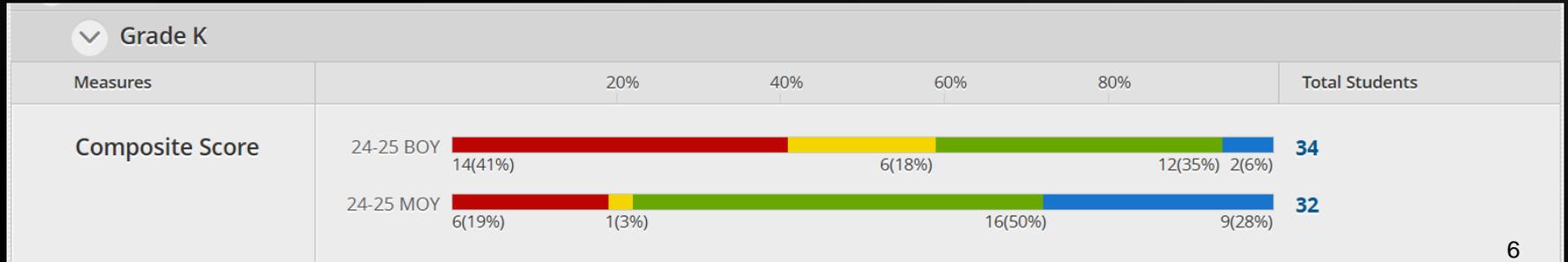
2024-2025 BOY mClass Reading & Lectura/Math (IXL)

2024-2025 Kinder mClass Reading/Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 14/14 students	8 stud 57%	9 stud 64%		1 stud 7%	3 stud 21%		5 stud 36%	2 stud 14%	
Lectura - Dual Language (Spanish) 32 students	16 stud 47%	25 stud 78%		7 stud 21%	1 stud 3%		24 stud 24%	6 stud 19%	5
Dual Language (English) 32 students	3 stud 9%	2 stud 7%		4 stud 12%	5 stud 16%		27 stud 79%	25 stud 78%	
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 46 students	24 stud 50%	34 stud 74%		8 stud 17%	4 stud 9%		29 stud 60%	8 stud 17%	

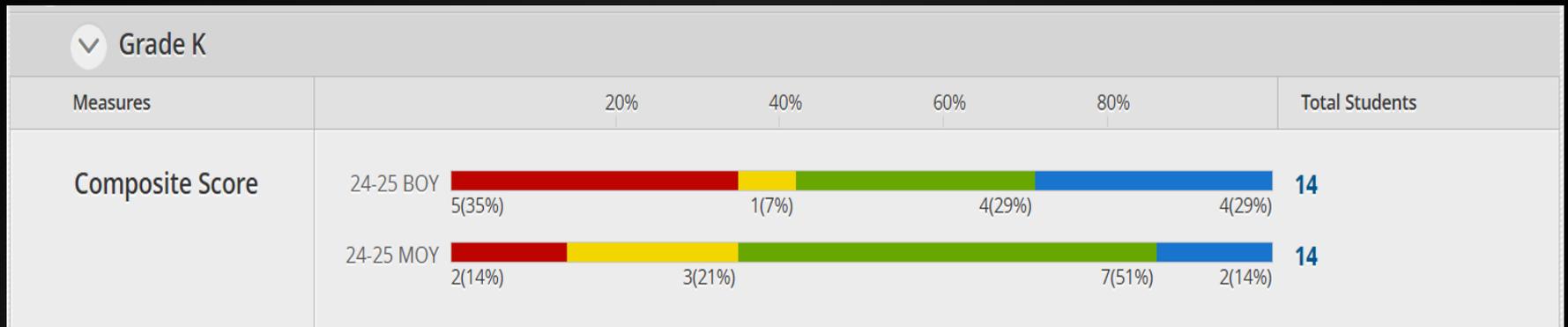
2024-2025 Kinder Math (IXL)									
	Tier 1			Tier 2			Tier 3		
Total Students 48 stud	37 stud 77%	43 stud 89%		6 stud 13%	3 stud 6%		5 stud 10%	2 stud 4%	

Kinder Reading Progress

Dual Language Classrooms



Monolingual Classroom



Kinder Reading & Math Goals

2024-2025 BOY mClass Reading & Lectura/Math (IXL)

2024-2025 Kinder mClass Reading/Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 14/14 students	8 stud 57%	9 stud 64%		1 stud 7%	3 stud 21%		5 stud 36%	2 stud 14%	
Lectura - Dual Language (Spanish) 32 students	16 stud 47%	25 stud 78%		7 stud 21%	1 stud 3%		24 stud 24%	6 stud 19%	
Dual Language (English) 32 students	3 stud 9%	2 stud 7%		4 stud 12%	3 stud 16%		27 stud 79%	25 stud 78%	
Total Students 46 students	24 stud 50%	34 stud 74%		8 stud 17%	4 stud 9%		29 stud 60%	8 stud 17%	

2024-2025 Kinder Math (IXL)									
	Tier 1			Tier 2			Tier 3		
Total Students 48 stud	37 stud 77%	43 stud 89%		6 stud 13%	3 stud 6%		5 stud 10%	2 stud 4%	

Early Childhood Literacy Progress Measure 2

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EXAMPLE: The percent of K students that score on grade level or above in mClass Reading will increase from 85% to 95% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
85%	87%	89%	91%	93%	95%

Early Childhood Math Progress Measure 2

EXAMPLE: The percent of K students that score On Grade Level or Above in math on the IXL will increase from 74% to 94% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
74%	78%	82%	86%	90%	94%

1st Grade Reading & Math

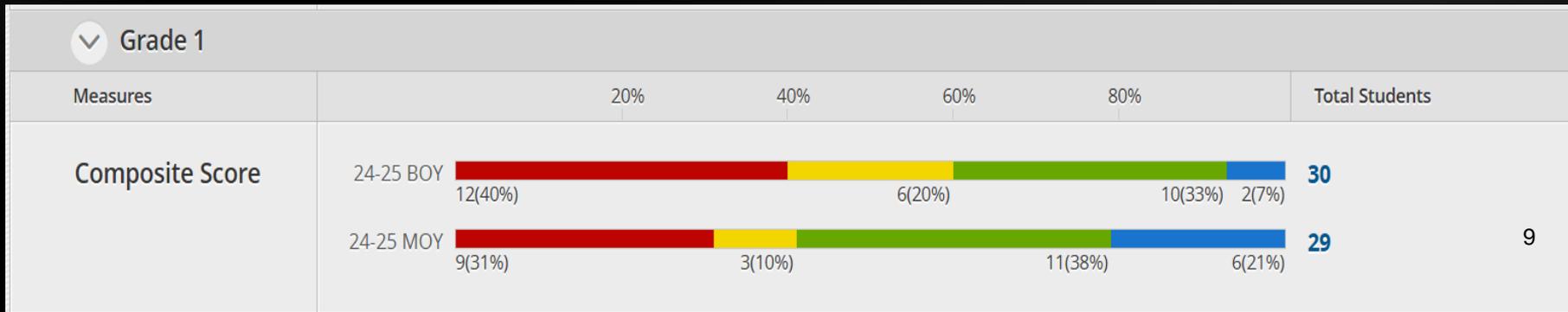
2024-2025 BOY mClass Reading & Lectura/Math (IXL)

2024-2025 1 st Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 22 students	9 stu 45%	16 stud 73%		3 stud 15%	3 stud 14%		5 stud 25%	3 stud 14%	
Lectura - Dual Language 29 stud	12 stu 40%	17 stud 59%		6 stud 20%	3 stud 10%		12 stud 60%	9 31%	
Dual Language (English) 29 stud	5 stud 23%	7 stud 24%		3 17%	5 stud 17%		22 stud 73%	17 stud 59%	8
Total Students 51 stud	21 stud 42%	33 stud 65%		9 stud 18 stud	6 stud 12%		17 stud 34%	12 stud 24%	

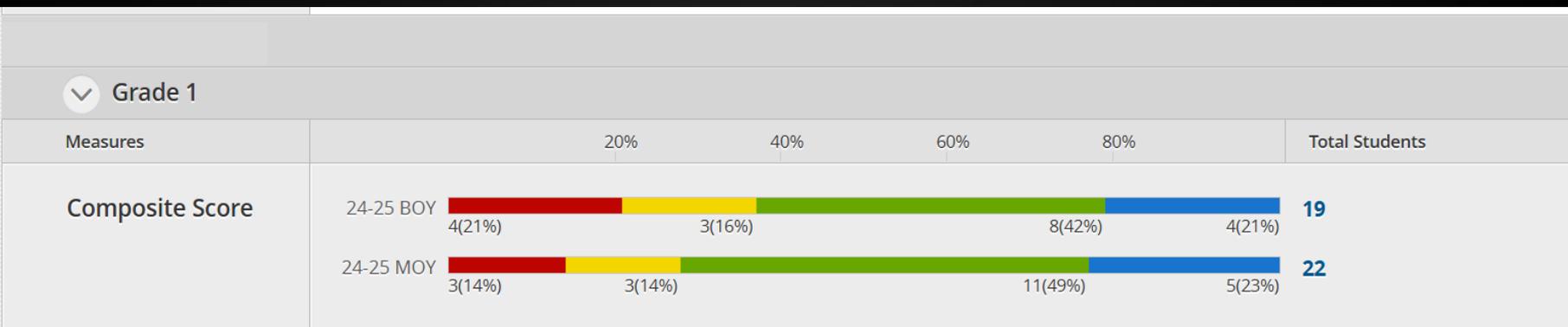
2024-2025 1 st Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Student 53 stud	40 stud 80%	39 stud 74%		7 stud 14%	7 stud 13%		3 stud 6%	7stud 13%	

1st Grade Reading Progress

Dual Language Classrooms



Monolingual Classrooms



1st Grade Reading & Math Goals

2024-2025 BOY mClass Reading & Lectura/Math (IXL)

2024-2025 1 st Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 22 students	9 stu 45%	16 stud 73%		3 stud 15%	3 stud 14%		5 stud 25%	3 stud 14%	
Lectura - Dual Language 29 stud	12 stu 40%	17 stud 59%		6 stud 20%	3 stud 10%		12 stud 60%	9 31%	
Dual Language (English) 29 stud	5 stud 23%	7 stud 24%		3 17%	5 stud 17%		22 stud 73%	17 stud 59%	
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 51 stud	21 stud 42%	33 stud 65%		9 stud 18 stud	6 stud 12%		17 stud 34%	12 stud 24%	

2024-2025 1 st Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Student 53 stud	40 stud 80%	39 stud 74%		7 stud 14%	7 stud 13%		3 stud 6%	7 stud 13%	

Early Childhood Literacy Progress Measure 3

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EXAMPLE: The percent of 1st grade students that score On Grade Level or Above in mClass Reading will increase from 71% to 91% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
71%	75%	79%	83%	87%	91%

Early Childhood Math Progress Measure 3

EXAMPLE: The percent of 1st grade students that score On Grade Level or Above in math on the IXL will increase from 42% to 90% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
42%	52%	62%	72%	82%	90%

2nd Grade Reading & Math

2024-2025 BOY mClass Reading & Lectura/Math (IXL)

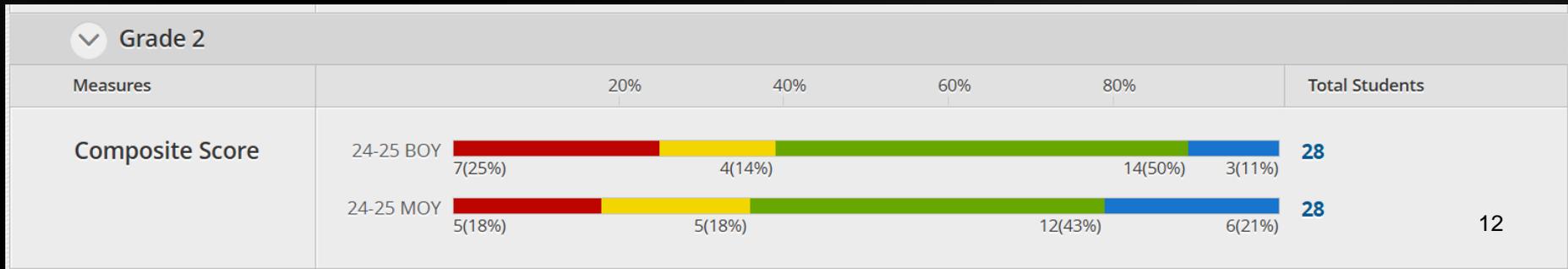
2 nd Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 13 students	8 stud 53%	8 stud 62%		3 stud 20%	4 stud 31%		4 stud 27%	1 stud 8%	
Lectura- Dual Language 27 stud	17 stud 65%	18 stud 67%		4 stud 15%	5 stud 19%		5 stud 19%	4 stud 15%	
Dual Language (English) 27 stud	6 stud 22%	5 stud 19%		1 stud 4%	7 stud 26%		19 stud 70%	15 stud 56%	
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 40 stud	25 stu 61%	26 stud 65%		7 stud 17%	9 stud 23%		9 stud 22 %	5 stud 13%	

2024-2025 2 nd Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 42 students	13 stud 33%	18 stud 43%		15 stud 38%	10 stud 24%		11 stud 28%	14 stud 33%	

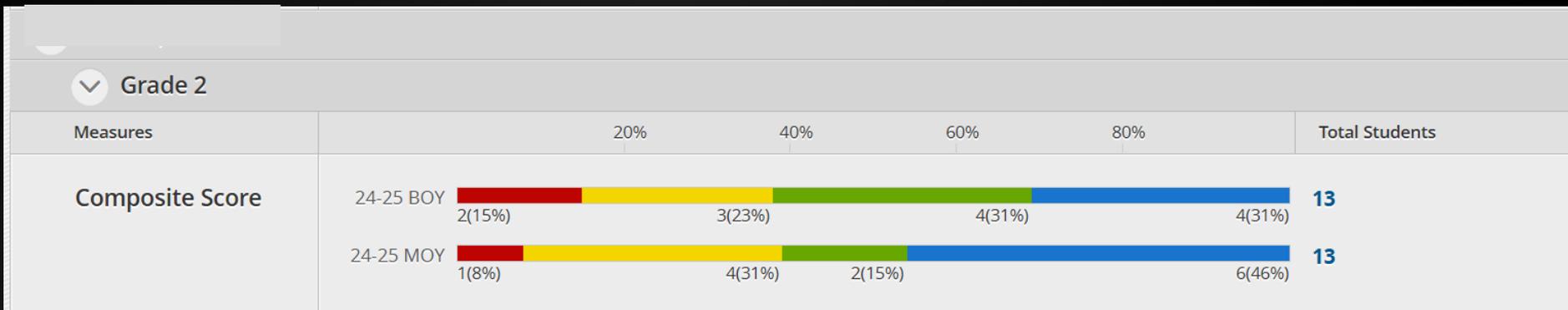
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2nd Grade Reading Progress

Dual Language Classrooms



Monolingual Classrooms



2nd Grade Reading & Math Goals

2024-2025 BOY mClass Reading & Lectura/Math (IXL)

2 nd Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 13 students	8 stud 53%	8 stud 62%		3 stud 20%	4 stud 31%		4 stud 27%	1 stud 8%	
Lectura- Dual Language 27 stud	17 stud 65%	18 stud 67%		4 stud 15%	5 stud 19%		5 stud 19%	4 stud 15%	
Dual Language (English) 27 stud	6 stud 22%	5 stud 19%		1 stud 4%	7 stud 26%		19 stud 70%	15 stud 56%	
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 40 stud	25 stu 61%	26 stud 65%		7 stud 17%	9 stud 23%		9 stud 22%	5 stud 13%	

2024-2025 2 nd Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 42 students	13 stud 33%	18 stud 43%		15 stud 38%	10 stud 24%		11 stud 28%	14 stud 33%	

Early Childhood Literacy Progress Measure 4

EXAMPLE: The percent of 2nd grade students that score On Grade Level or Above in mClass Reading will increase from 78% to 98% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
78%	82%	86%	90%	94%	98%

Early Childhood Math Progress Measure 4

EXAMPLE: The percent of 2nd grade students that score On Grade Level or Above in math on the IXL will increase from 53% to 90% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
53%	61%	69%	77%	85%	90%

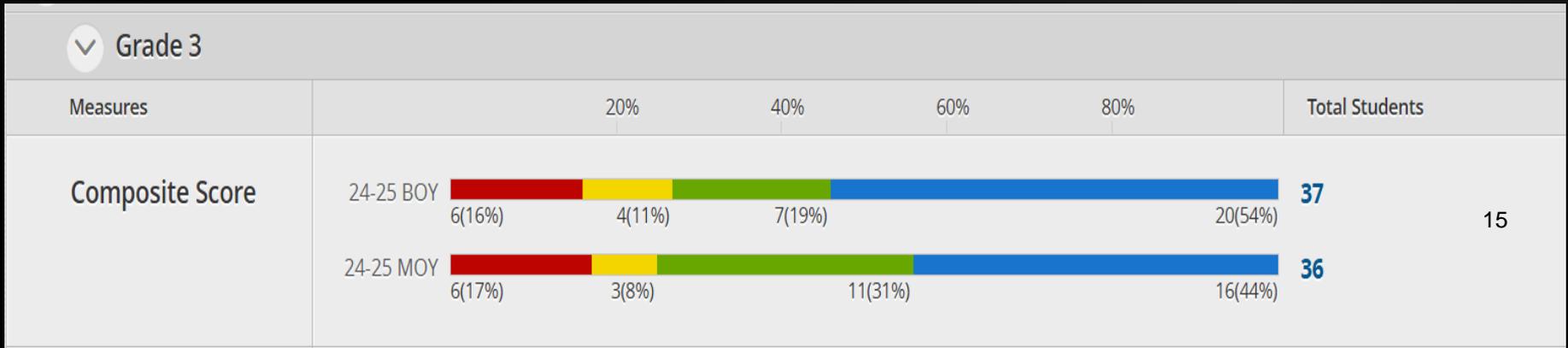
3rd Grade Reading & Math

3 rd Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 22 stud	16 stud 76%	18 stud 82%		3 stud 14%	3 stud 14%		2 stud 10%	1 stud 5%	
Lectura- Dual Language 34 stud	27 stud 77%	27 stud 79%		4 stud 11%	3 stud 9%		4 stud 11%	4 stud 12%	
Dual Language (English) 34 stud	10 stud 29%	12 stud 35%		8 stud 23%	8 stud 24%		18 stud 51%	14 stud 41%	14
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 56 stud	43 stud 77%	45 stud 80%		7 stud 13%	6 stud 11%		6 stud 11%	5 stud 9%	

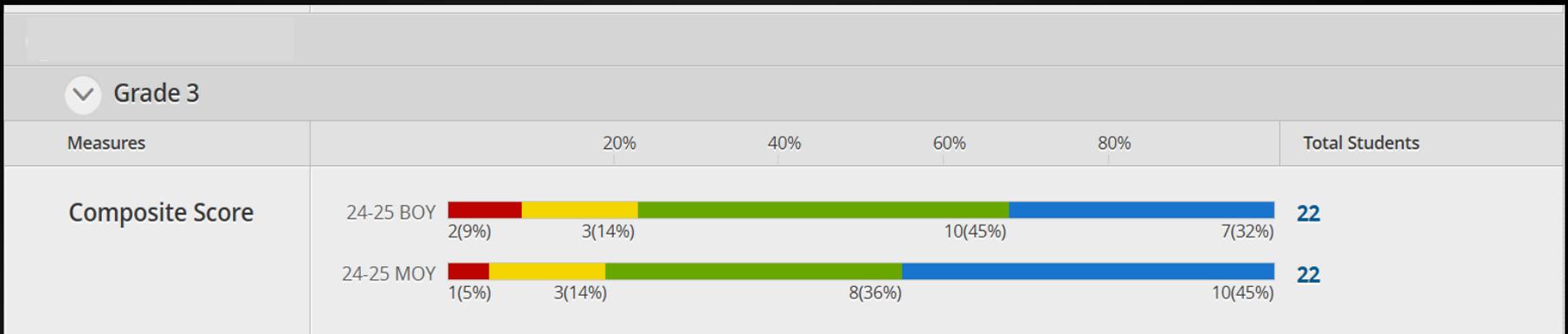
2024-2025 3 rd Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 58 stud	25 stud 44%	26 stud 45%		11 stud 19%	12 stud 21%		21 stud 37%	20 stud 34%	

3rd Grade Reading Progress

Dual Language Classrooms



Monolingual Classrooms



3rd Grade Reading & Math Goals

2024-2025 BOY mClass Reading & Lectura/Math (IXL)

3 rd Grade mClass Reading/ Lectura									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Monolingual 22 stud	16 stud 76%	18 stud 82%		3 stud 14%	3 stud 14%		2 stud 10%	1 stud 5%	
Lectura- Dual Language 34 stud	27 stud 77%	27 stud 79%		4 stud 11%	3 stud 9%		4 stud 11%	4 stud 12%	
Dual Language (English) 34 stud	10 stud 29%	12 stud 35%		8 stud 23%	8 stud 24%		18 stud 51%	14 stud 41%	
Total Students 56 stud	BOY 43 stud 77%	MOY 45 stud 80%	EOY	BOY 7 stud 13%	MOY 6 stud 11%	EOY	BOY 6 stud 11%	MOY 5 stud 9%	EOY

2023-2024 3rd Grade Math (IXL)									
	Tier 1			Tier 2			Tier 3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
Total Students 58 stud	25 stud 44%	26 stud 45%		11 stud 19%	12 stud 21%		21 stud 37%	20 stud 34%	

Early Childhood Literacy Progress Measure 5

EXAMPLE: The percent of 3rd grade students that score on "Approaches or higher" on STAAR Reading will increase from 52% to 92% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
52%	60%	68%	76%	84%	92%

Early Childhood Math Progress Measure 5

The percent of 3rd grade students that score at the "Approaches level or above" on STAAR Math will increase from 63% September 2024 to 90% by September 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
63%	69%	75%	81%	87%	90%

Pre-Kinder Reading & Math

Pre-Kinder BOY-EOY Data

Pre-Kinder CLI Assessment									
	On-Track- T1			Monitor- T2			Needs Support- T3		
	BOY	MOY	EOY	BOY	MOY	EOY	BOY	MOY	EOY
CLI Lectura 24 students	5 out of 23 22%	18 out of 24 75%		0 out of 23	0 out of 24 0%		18 out of 23 78%	6 out of 24 25%	
CLI Matematicas 24 students	19 out of 23 students 83%	23 out of 24 96%		0 out of 23	0 out of 24 0%		4 out of 23 17%	1 out of 24 4%	
CLI Reading 27 students	2 out of 23 8%	21 out of 27 78%		0 out of 23	0 out of 27 0%		21 out of 23 91%	6 out of 27 22%	
CLI Math 27 students	2 out of 23 8%	25 out of 27 93%		0 out of 23 0%	0 out of 27 0%		5 out of 23 22%	2 out of 27 2%	

Early Childhood Literacy Progress Measure 1

EXAMPLE: The percent of PreK students that score on grade level or above in CLI Reading will increase from 60% to 90% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
60%	67%	74%	80%	87%	90%

Early Childhood Math Progress Measure 1

EXAMPLE: The percent of PreK students that score On Grade Level or Above in math on the CLI will increase from 80% to 95% by June 2029.

Yearly Target Goals

2024	2025	2026	2027	2028	2029
80%	83%	86%	89%	92%	95%

Next Steps for PK-3rd Grade



Areas of Strength

- Reading Tier 1 Kinder DL students= 78% from 46% at BOY
- Math Tier 1 Kinder students = 89%
- Reading 2nd Grade Monolingual- decrease of Tier 3 at MOY
- Reading 3rd Grade Monolingual- Tier 1= 82%
- PK Lectura: Tier 1 increase from 22% at BOY to 75% at MOY
- -PK Tier 1 increase for MOY in Reading & Math versus BOY

18

-Areas of Concern

- Math- 1st Grade Tier 1 students slight decrease from BOY (From 80% to 74%)
- Reading 1st Grade Dual Language= 9 students (31% at Tier 3 for MOY)
- Reading 2nd Grade Dual Language- MOY is almost the same as BOY (65% versus 67%)
- 2nd Grade Math = 43% of students at Tier 1 for MOY

-Plan for Acceleration

- Targeted small group intervention for T3 students
- Station Rotation for Math & Reading to work on targeted skills
- Monthly Progress Monitoring of student growth in reading & math
- Intersession: Math, Language Arts, Language Development (Mon-Thur, 8:00-12:00)

Violation Incidents
(vapes 7/30/2024-2/19/2025)

Date	Code	HOPE placement	Misc. NOTES
7/30/24	36	YES	
7/30/24	63	YES	
8/7/24	63	YES	
8/7/24	63	YES	
8/6/24	63	YES	
8/21/24	64	YES	
9/3/24	63	YES	
11/12/24	63	YES	
1/21/25	63	YES	
2/19/25	63	YES	
2/19/25	63	YES	
2/19/25	63	YES	
11/14/24	63	YES	WT
11/14/24	63	YES	WT
11/14/24	63	YES	WT
11/14/24	63	YES	WT
11/14/24	63	YES	WT
11/14/24	63	YES	WT
Total	18		



TORNILLO

EARLY COLLEGE
DISTRICT

PK-8th Discipline

23-24 vs 24-25

PK-5th 24-25

HOPE – 2

OSS – 3

ISS - 2

PK-5th 23-24

HOPE – 1

OSS – 5

ISS - 13

21

6th-8th Incident Type

6th – 8th Grade 24-25

HOPE – 5

OSS – 14

ISS - 20

6th – 8th 23-24

HOPE – 24

OSS – 22

ISS – 52

PK-5th Incident Type

2 HOPE INCIDENTS

November – 2

2 – 5th grd Student

Incident Type:

2 - Vaping incidents

4 OUT OF SCHOOL SUSPENSIONS

November –3 December - 1

4 – 5th grade students

Incident Type

1 - Instigating a fight/1 – broke camera class/2 - vaping(lead to HOPE after investigation)

2 IN SCHOOL SUSPENSIONS

September - 2

2 – 5th grade

Incident Type

2 - Instigating a fight

6th-8th Incident Type

5 HOPE INCIDENTS

August – 2

November – 3

3 – 8th grd Students

2 – 6th grd Student

Incident Type:

1 - Student Disrupting Classroom Instruction

2 - Fighting

2 - Vaping incidents

14 OUT OF SCHOOL SUSPENSIONS

August - 5 September – 3 October - 3

November – 2 Feb – 1

9 – 8th grd students 1 – 7th grd 4 – 6th grd

Incident Type

2 - Fights(lead to HOPE after investigation)/

4 - Instigating a fight/1 - broke toilet top/5- Disrupting class/2 - vaping(lead to HOPE after investigation)/

20 IN SCHOOL SUSPENSIONS

August – 2 September - 4 October – 10 November – 3 December - 1

15 – 8th grade 3 – 7th grade 2 – 6th grade

Incident Type

15 – Disrupting class 2 – vaping witness 1- instigating a fighting 3 – inappropriate language

Targeted Improvement Plan (TIP)

Tornillo PK-8: Junior High (6th-8th
Grade)

Spring 2025

24

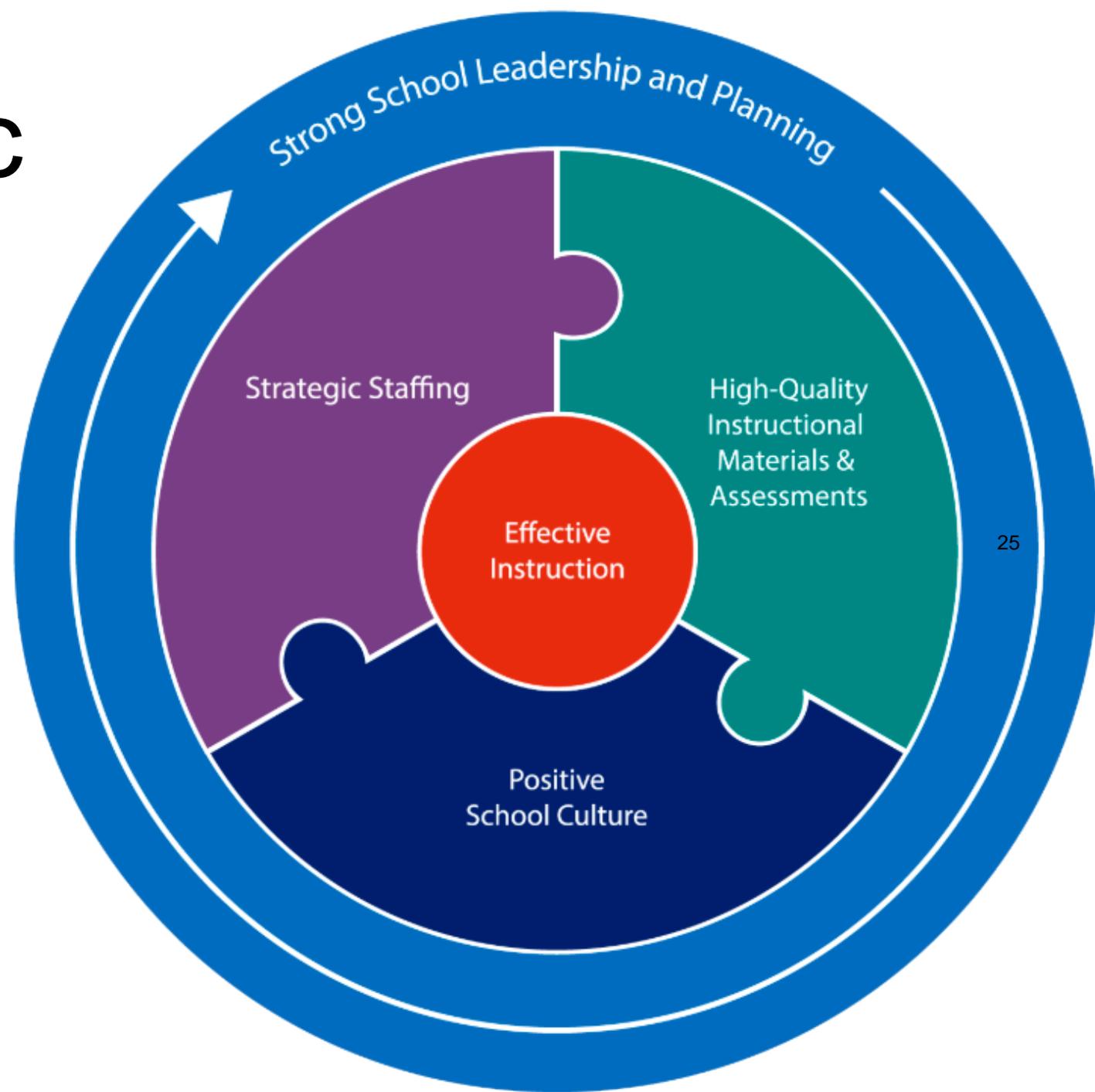


TORNILLO

EARLY COLLEGE
DISTRICT

ESF Diagnostic (Effective School Framework)

- Tornillo JH was “Identified/Rated” for Targeted Improvement based on 2022-2023 STAAR results for 6th-8th grade students in reading and math.
- In February 2024, as part of the TIP and TEA process, the Region 19 Leadership and Accountability Department worked with the Tornillo PK-8 campus & district to identify campus strengths and areas of growth based on the “Effective Schools Framework of the 5 Levers.”
- For the 2024-2025 school year, the PK-8 campus administrator is working with Region 19 Coaches to create a TIP Plan of student performance improvement.
- The TIP Plan, once approved, will be submitted to TEA.



Effective Schools Framework Diagnostic

ESF Diagnostic Report

Campus:	Grades Served:	Date of Site Visit:
Tomillo Junior High - TIP	45481	February 12, 2024
District:	Principal:	DCSI:
Tomillo Independent School District	Myrna Lopez	Rosa Vega Barrio
ESF Facilitator:		
Roxanne Hackney		

Summary of Strengths	Summary of Growth Areas
<ul style="list-style-type: none"> The Principal maintains a monthly calendar and daily to-do lists which includes dates for observations/ walk-throughs/feedback, PLC and data meetings, and assessment dates. The leadership team uses agendas and protocols to aid in leading team members and content area PLCs. Clear expectations for PBIS exist through a campus flow-chart in dealing with behaviors. Student expectations are reinforced through campus incentives. Master schedule allows for teachers to meet weekly in PLCs. 	<ul style="list-style-type: none"> According to the Lever 4 Academic Review, 33% of Math assignments are considered high-quality and on grade-level. Job-embedded professional development and support on pedagogical best practices for delivering instruction in any content was not documented on a campus calendar. Training and support to address and meet the diverse learning needs of special population groups was not observed. A tool for tracking teacher proficiencies over time was not submitted/observed. Observation debrief conversations do not include showing models or providing opportunities to practice.

Prioritized Focus Areas for Improvement

Essential Action 4.1-

Tomillo Junior High is a rural school that demonstrates numerous strengths and areas of opportunity for the instructional leadership team to leverage as they plan and move through this school year. Through the analysis of the Lever 4 Academic Review and artifacts, meeting with administrators and teachers, conducting campus observations, visiting classrooms and PLCs, and in collaboration with Tornillo Junior High, we identified three areas of focus for continuous growth.

Essential Action 4.1: Daily Use of High-Quality Instructional Materials

High-Quality Instructional Materials (HQIM) are in place for Reading Language Arts but not for Math. Access to HQIM for Math, the quality of teacher lesson internalization, and administrative monitoring of the implementation of HQIM are not evident. The principal indicated HQIM access as an area of need and thereby, utilization and implementation would provide strong tier one delivery of instruction for reading and math.

Essential Action 5.1-

Essential Action 5.1: Professional development for effective classroom instruction

Teachers receive professional development (PD) from the district and as part of the work in their PLCs as indicated by the Instructional Leadership team; however, ongoing job embedded professional development that is documented on a calendar regarding high leverage best practices and differentiating materials and instruction to support all learners is not evident. Teachers indicated during the focus group that professional development is not as specific to content as it needs to be and is often geared towards elementary. The principal stated that planning and calendaring PD ahead of time and creating the urgency to implement the training received are areas of need. The principal expressed that professional development provided to the teachers will impact teacher performance and student outcomes.

Essential Action 5.2-

Essential Action 5.2: Build teacher capacity through observation and feedback cycles

At Tornillo Junior High, the campus administrators utilize observation tools that are accessible to all administrators; however, a tool for tracking teacher proficiencies over time is not evident. The cadence for observations is twice a week for at least 10 to 15 minutes, but it is unclear if the observations are conducted randomly or intentionally. During teacher observation debrief conversations, providing a model to assist with teachers identifying the gap in their practice, discussing how to implement the practice in the classroom, and providing an opportunity to practice before delivery is not evident. The principal stated that both she and the superintendent identified this as an area needed for growth.

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Summary of Barrier Analysis Findings

Essential Action 4.1: Daily Use of High-Quality Instructional Materials

The principal expressed the teachers' mindset of not wanting to change as a barrier. In turn, this influences their behavior towards available resources as they find it easier to continue to work with what they already know. The principal stressed that different resources were being utilized such as TEKS Resources System and adopted textbooks materials. Due to this, there was not a complete alignment of materials.

Essential Action 5.1: Professional development for effective classroom instruction

The principal stated that calendaring specific professional development for content areas and allocating funds before the start of the year is necessary. While the district is committed to providing professional development, accountability from teachers is lacking. In addition, one barrier expressed by the principal was that they did not have the online materials identified and allocated at the start of the year.

Essential Action 5.2: Build teacher capacity through observation and feedback cycles

The principal stated that one barrier from teachers, even the strongest teachers, was the push back around coaching and feedback. Furthermore, the curriculum coaches and administrators are new and coaching is a new instructional piece of their work that they need to get used to. The principal also expressed coaching and feedback tools are needed for her leadership team including lead teachers.

[Complete Diagnostic Plan- Click Here](#)

Step 1: School Improvement Strategy for Tornillo 6th-8th Grade

1. Our strategy for School Improvement is to continue to implement with fidelity High-Quality Instructional Materials (HQIM) in Reading & Math across 6th-8th grade. This is our second year of full implementation of Amplify Reading and Carnegie Math in grades 6th-8th. For the 2025-2026 school year, we have applied for the LASO III Strong Foundations Implementation Grant and the SFI SI PLC to help continue to fund technical assistance, implementation of the curriculum, and coaching support. The campus will plan on using the “per student allotment” for HQIM/OER if awarded the Strong Foundations Implementation Grant.
 2. If the LASO III grant is not awarded, Tornillo PK-8 will utilize funding from the Blended Learning HQIM grant awarded for the 2024-2026 academic years to purchase the instructional materials (student books and Teacher Editions). We will do internal capacity building to ensure that the curriculum is implemented well by sending our instructional leaders to product training and having them bring back to the campus to train all teachers utilizing the curriculum.
 3. Using High Quality Instructional Materials (HQIM) is in alignment with an area of improvement identified in our ESF Diagnostic, “4.1: Daily Use of High-Quality Instructional Materials (HQIM) for Tier 1 Instruction.” The continued use of HQIM for Tier 1 reading and math instruction for a third year at 6th-8th grade is also in alignment with campus improvement goals.
3. We have provided HQIM Teacher Implementation Survey Data as well as Fall Interim Progress Data as evidence to support the effectiveness of the use of HQIM Reading and Math materials across 3rd-8th grade.

[-Tornillo Teacher Implementation Surveys](#)

[-Fall Interim Student progress data](#)

Step 2: Resource Allocation

1. What key resources (people, materials, time) are required to effectively implement the chosen strategy?

- Purchase of HQIM Materials for Reading (Amplify) & Math (Carnegie) for 6th-8th grades
- Tech tools for Intervention: IXL & Mathia
- Recommended Instructional Minutes in Master Schedule for HQIM Implementation
- Coaching Support (Lesson Internalization, Observation & Feedback)
- Customized HQIM Pacing Guides to reflect Tornillo ISD Instructional Calendar

2. What are potential barriers that need to be addressed for resource allocation and implementation?

- Order, purchase and receive instructional materials before the 1st day of school

3. How can resources be allocated equitably to ensure all stakeholders have the necessary support to achieve the desired outcomes?

- Weekly PLC's for training, lesson planning, and implementation facilitated by Instructional Coaches, service providers, Lead Teachers, or Admin
- Regular Teacher Observation and Feedback
- 9 weeks Teacher Surveys
- Continued HQIM instructional materials alignment for Kinder-8th grade

4. What measures will be taken to monitor and adjust resource allocation throughout the implementation process?

- Biweekly Observation & Feedback using Observation & Feedback Protocols and Tools
- Lesson Internalization and Teacher Delivery Practice
- Follow HQIM Implementation Protocols

Step 3: Curriculum

The use of HQIM instructional materials has already been used in Kinder-5th grade for the last 5 years. Using HQIM in 6th-8th grade will help continue the alignment of Tier 1 reading and math materials across Kinder-8th grade.

For the 2025-2026 school year, Tornillo PK-8 applied for the LASO III Strong Foundations Grant in order to purchase HQIM instructional materials and because it would also like to continue to receive Coaching and Implementation support.

- Teacher Survey Link – add here

	Reading	Math	Science	Social Studies
2026-2025	6 th -8 th HQIM Amplify w/ Coaching Support	6 th -8 th HQIM Carnegie/Bluebonnet	6 th -8 th SAVVAS Science Curriculum (new adoption)	6 th -8 th Lowman Social Studies
	Kinder-5 th Amplify (HQIM)	Kinder-5 th Eureka (HQIM)		
2025-2024	6 th -8 th Amplify w/ Coaching Support	6 th -8 th Carnegie w/ Coaching Support	6 th -8 th SAVVAS Science Curriculum (new adoption)	6 th -8 th Lowman Social Studies
	Tech Tool: IXL & Riveting Results LASO II, SF Grant: Kinder-5 th Amplify (HQIM)	Tech Tool: IXL & Mathia LASO II, SF Grant: Kinder-5 th Eureka (HQIM)/Sharon Wells (3 rd -5 th Grade)		
2024-2023	6 th -8 th Amplify	6 th -8 th Carnegie	6 th -8 th TRS Science & Teacher Created	6 th -8 th Lowman Social Studies
	Tech Tool: IXL & Riveting Results LASO II, SF Grant: Kinder-5 th Amplify (HQIM)	Tech Tool: IXL & Mathia LASO II, SF Grant: Kinder-5 th Eureka (HQIM)		
2023-2022	HMH Reading	TRS & Teacher Created	6 th -8 th TRS Science & Teacher Created	6 th -8 th Lowman Social Studies
	Decision 7 Grant: Kinder-5 th Amplify (HQIM)	Decision Grant: Kinder-5 th Eureka (HQIM) & Sharon Wells		
2022-2021	HMH Reading	TRS & Teacher Created	6 th -8 th TRS Science & Teacher Created	6 th -8 th Lowman Social Studies
	Decision 7 Grant: Kinder-5 th Amplify (HQIM) HMH Reading	Decision 7 Grant: Kinder-5 th Eureka (HQIM) Sharon Wells Math		
2020-2021	HMH Reading	TRS & Teacher Created	6 th -8 th TRS Science & Teacher Created	6 th -8 th Lowman Social Studies
	Pilot Kinder-5 th Amplify (HQIM)	Pilot Kinder-5 th Eureka (HQIM)		

STEP 4: Targeted Improvement Plan Solicitation of Feedback

- Teacher Feedback & CIT Approval: December 16
- District Improvement Meeting (DAB): January 7
- Parent Feedback Meetings: Feb. 13, Feb. 18, Feb. 20

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Join Us for a Parent Informational Meeting!

We invite all Tornillo parents and community members to attend our first informational meeting this week. During this meeting, we will review the **Targeted Improvement Plan (TIP)** and the **High-Quality Instructional Materials** used in our Kindergarten through 8th-grade classrooms for **Reading and Math**.

This is a great opportunity to learn about the exciting things happening in our schools and to ask any questions you may have about how these materials support student learning. Your input and involvement are essential in ensuring the best possible education for our students.

Meeting Details:

- **Date:** Thursday, February 13
- **Time:** 5:00pm
- **Location:** Library- Building B

We look forward to seeing you there and working together to support our students' success!



Join Us for a Parent Informational Meeting!

We invite all Tornillo parents and community members to attend our second informational meeting this week. During this meeting, we will review the **Targeted Improvement Plan (TIP)** and the **High-Quality Instructional Materials** used in our Kindergarten through 8th-grade classrooms for **Reading and Math**.

This is a great opportunity to learn about the exciting things happening in our schools and to ask any questions you may have about how these materials support student learning. Your input and involvement are essential in ensuring the best possible education for our students.

Meeting Details:

- **Date:** Tuesday, February 18
- **Time:** 4:30 pm
- **Location:** Library- Building B

We look forward to seeing you there and working together to support our students' success!

We'd love to hear from you!

- If you have questions, comments, or would like to provide us feedback on the TIP plan or HQIM instructional materials, we'd love to hear from you!

Please contact:

Myrna Lopez, Principal

Tornillo PK-8

lopezmy@tisd.us

(915)765-3350

Questions?

- Tornillo PK-8 is seeking approval of the Junior High TIP Plan.

TIME USE TRACKER

Date: 01/22/2025

Framework	Student Outcome Minutes	The Board tracks its time invested during public authorized meetings	Other Topic Minutes
Vision & Goals	66	← 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 →	69
Progress & Accountability	2	← Minutes performing Board self-evaluations using the LSG Integrity Instrument ← Minutes evaluating the Superintendent on student outcome goals, GPMs, constraints, and CPMs	34
		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 →	4
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 →	11
Synergy & Teamwork		Minutes fulfilling statutorily required public hearings, forums, and comments Minutes fulfilling statutorily required or Lone Star Governance workshops Minutes in closed session as permitted by law	
Other		Any time spent on an activity that does not meet the conditions listed above →	1
TOTALS	69		85

Use For Student Outcome Minutes Percentage Calculation:

69

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154

× 100 =

45

% Student Outcome Minutes



FINANCIAL REPORTS

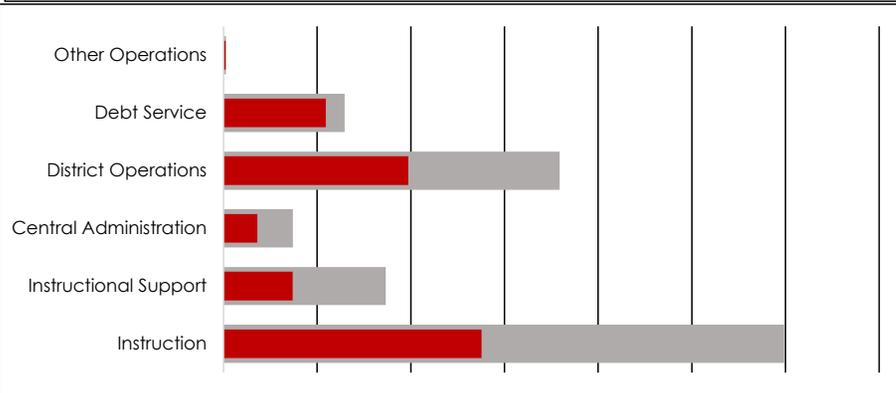
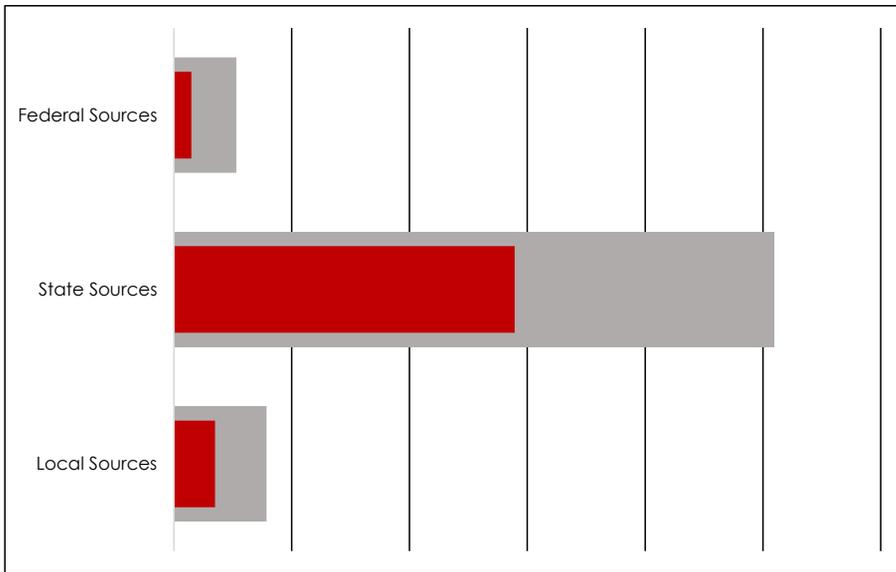
FOR THE MONTH ENDING JANUARY, 2025

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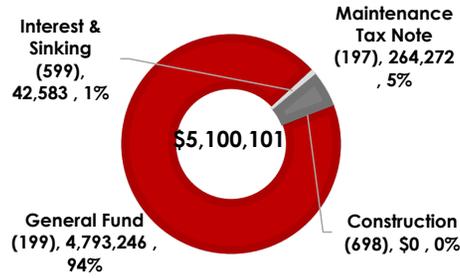
**TORNILLO INDEPENDENT SCHOOL DISTRICT
BOARD FINANCIAL REPORT SUMMARY
As of January 31, 2025**

Board Adopted Revenue and Expenditures

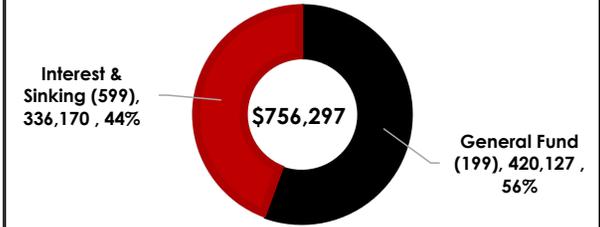


Banking and Investment Pools

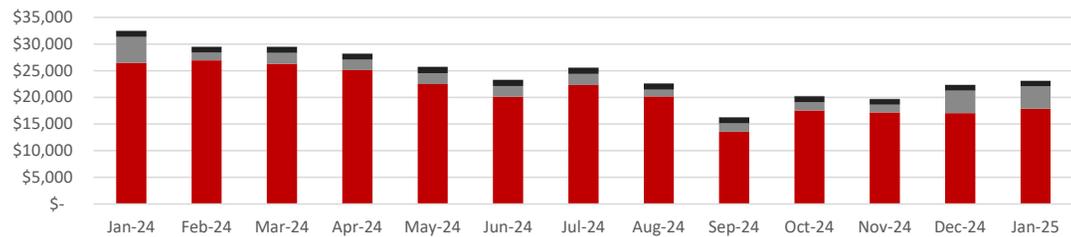
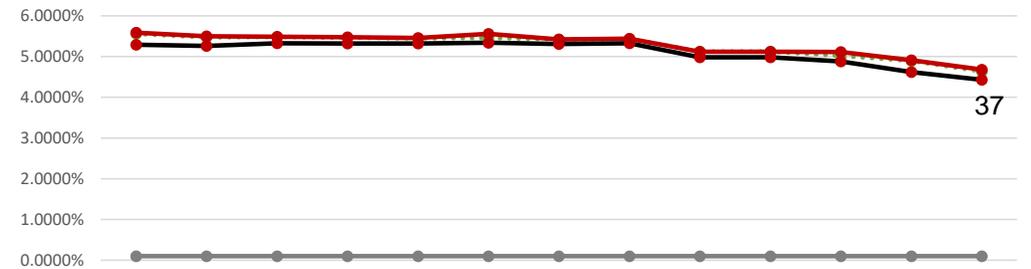
LONE STAR INVESTMENTS



WESTSTAR BANK

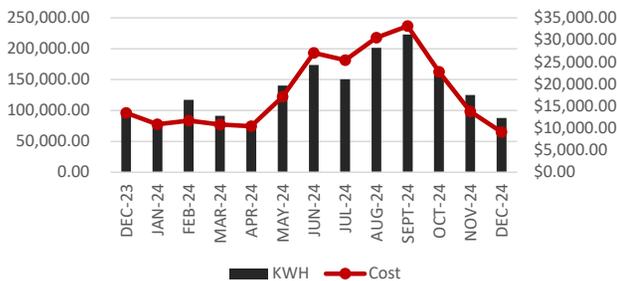


Investment Rate and Interest Revenue Trends

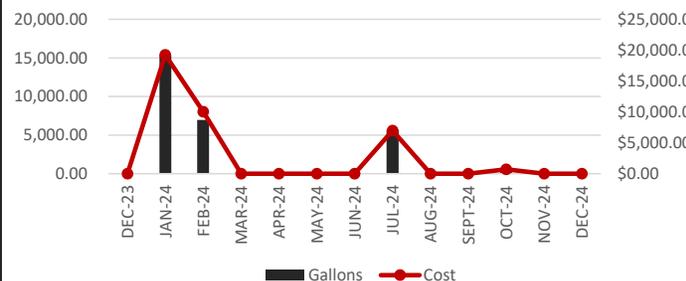


Utilities

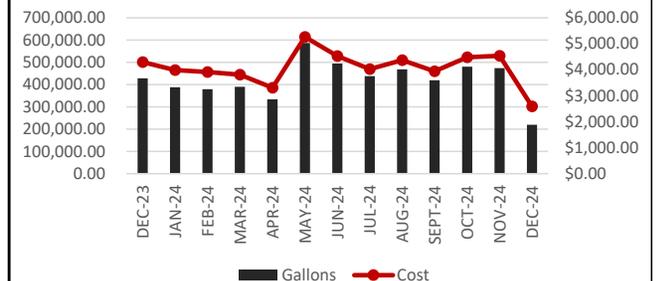
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WATER

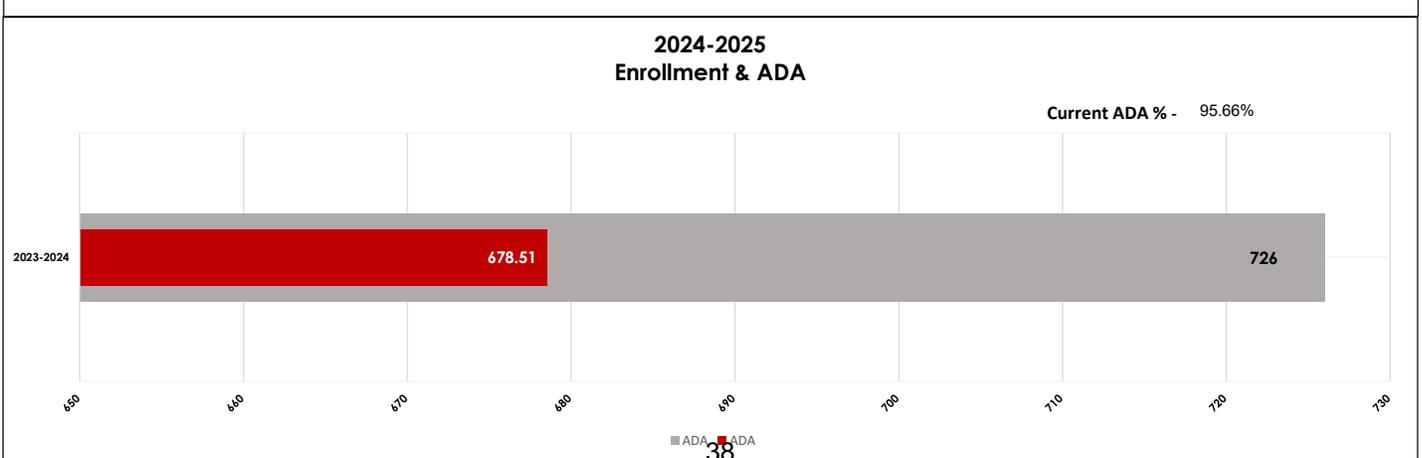
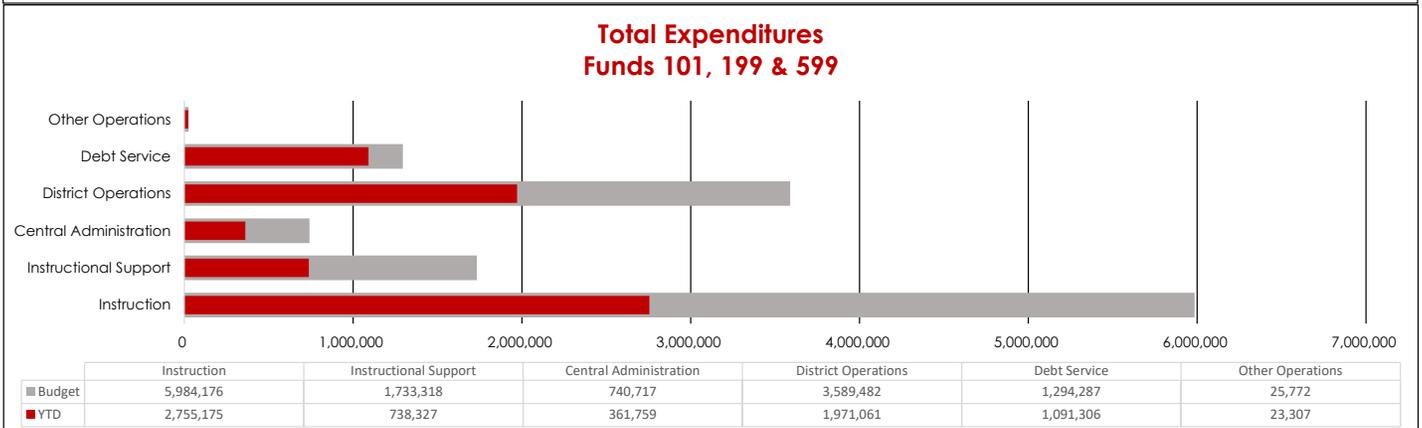
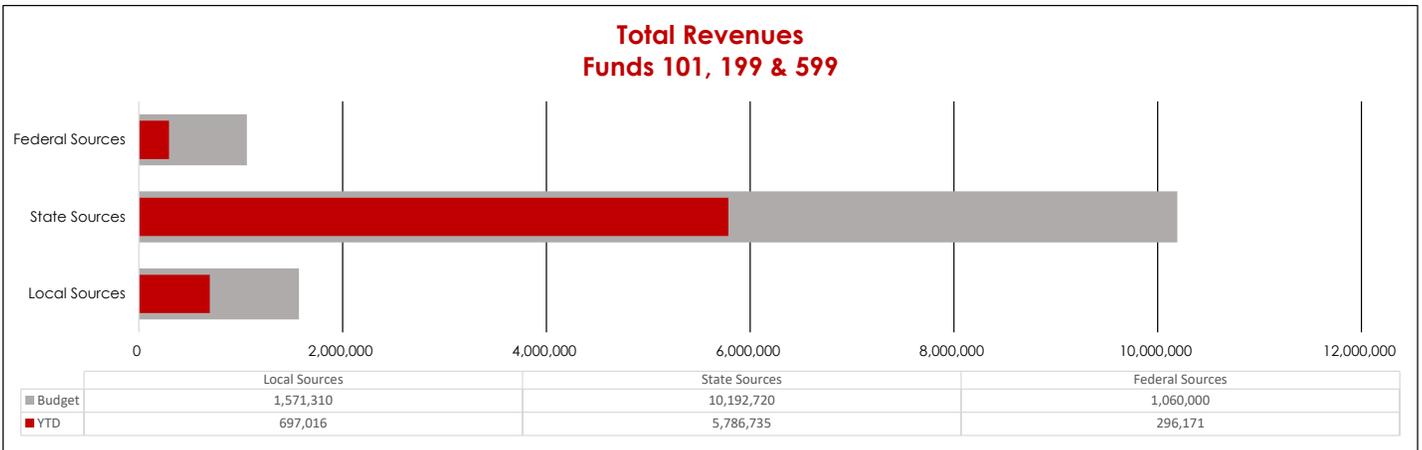


TORNILLO INDEPENDENT SCHOOL DISTRICT

Revenues & Expenditures

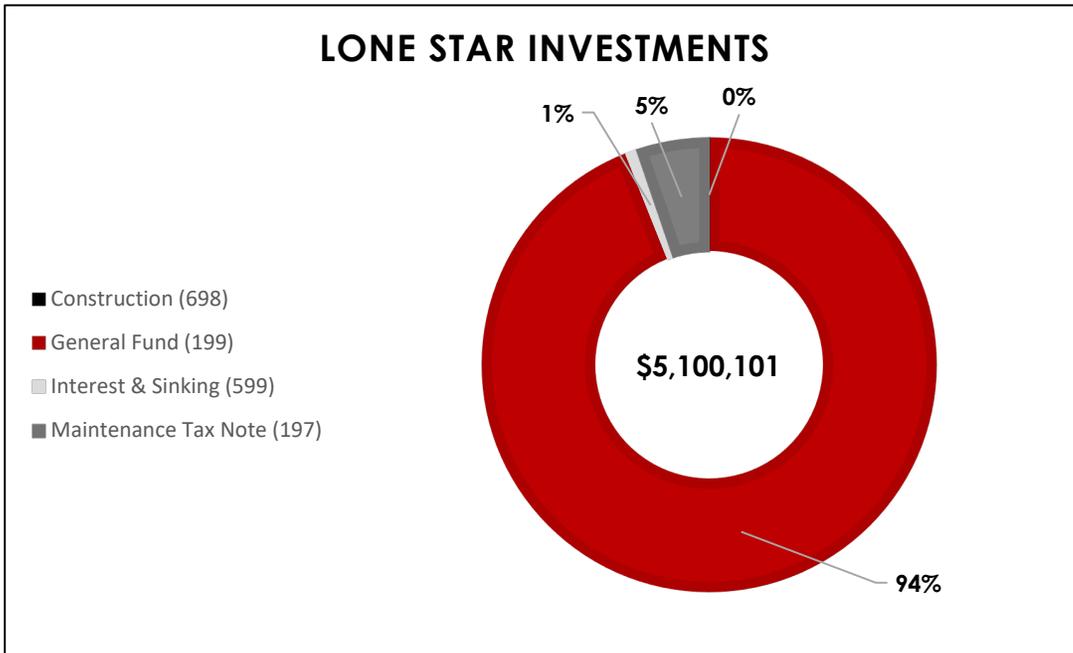
As of January 31, 2025

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	63,000	40,407	22,593	999,200	538,836	460,364	509,110	117,772	391,338	1,571,310	697,016	874,294
State Sources	3,000	0	3,000	9,420,968	5,028,620	4,392,349	768,752	758,115	10,637	10,192,720	5,786,735	4,405,986
Federal Sources	780,000	269,615	510,385	280,000	26,556	253,444	0	0	0	1,060,000	296,171	763,829
Total Revenue:	846,000	310,022	535,978	10,700,168	5,594,012	5,106,156	1,277,862	875,887	401,975	12,824,030	6,779,921	6,044,109
EXPENSES												
Instruction	0	0	0	5,984,176	2,755,175	3,229,001	0	0	0	5,984,176	2,755,175	3,229,001
Instructional Support	0	0	0	1,733,318	738,327	994,991	0	0	0	1,733,318	738,327	994,991
Central Administration	0	0	0	740,717	361,759	378,958	0	0	0	740,717	361,759	378,958
District Operations	846,000	451,505	394,495	2,743,482	1,519,556	1,223,926	0	0	0	3,589,482	1,971,061	1,618,421
Debt Service	0	0	0	3,000	0	3,000	1,291,287	1,091,306	199,981	1,294,287	1,091,306	202,981
Other Operations	0	0	0	25,772	23,307	2,465	0	0	0	25,772	23,307	2,465
Total Expenses:	846,000	451,505	394,495	11,230,465	5,398,124	5,832,341	1,291,287	1,091,306	199,981	13,367,752	6,940,934	6,426,818

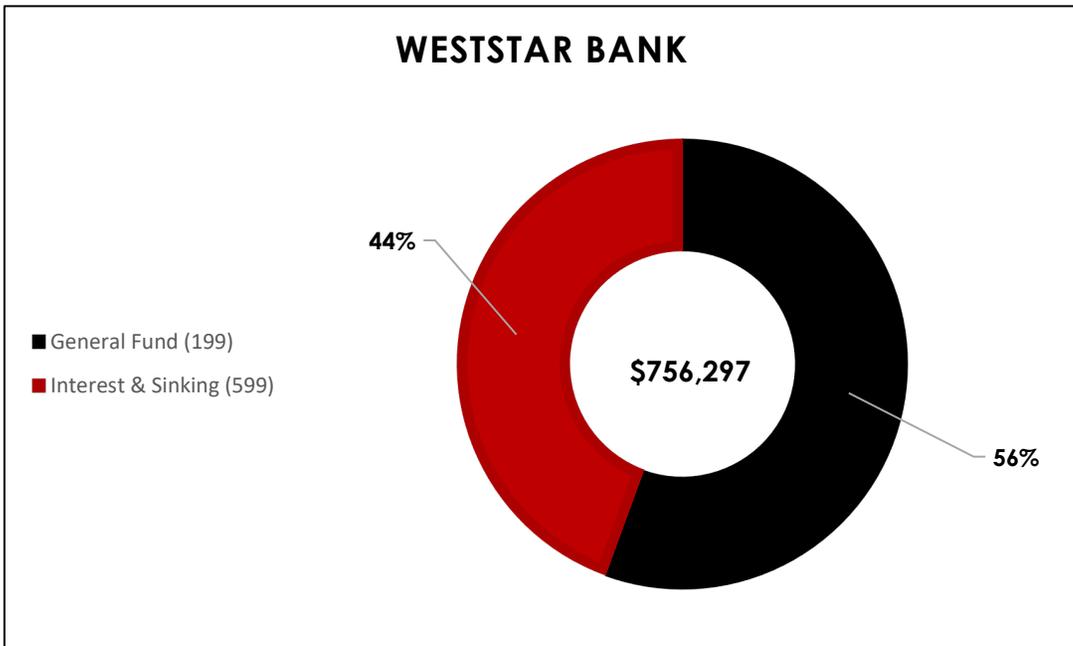


TORNILLO INDEPENDENT SCHOOL DISTRICT

As of January 31, 2025



Account	Beg. Bal.	End. Bal.	Change
Construction (698)	\$0	\$0	\$0
General Fund (199)	4,548,570	4,793,246	244,676
Interest & Sinking (599)	1,126,763	42,583	(1,084,179)
Maintenance Tax Note (197)	263,253	264,272	1,019
Lone Star Investment Pool	\$4,392,074	\$5,100,101	\$708,028



Account	Beg. Bal.	End. Bal.	Change
General Fund (199)	408,045	420,127	12,082
Interest & Sinking (599)	151,136	336,170	185,034
WestStar Bank	\$559,180	\$756,297	\$197,116

TORNILLO INDEPENDENT SCHOOL DISTRICT

GENERAL FUND - CASH FLOW

As of January 31, 2025

Beginning Balance \$ 408,045

Day	Taxes	Deposits	Interest	Transfers	IRS	TRS	Payroll	Checks Cleared	Fees	Balance
01										\$ 408,045
02	1,689							(7,888)		\$ 401,845
03	10,233					(98,292)				\$ 313,787
04										\$ 313,787
05										\$ 313,787
06	4,740									\$ 318,527
07	11,647							(20,942)		\$ 309,232
08										\$ 309,232
09										\$ 309,232
10	12,702									\$ 321,934
11										\$ 321,934
12										\$ 321,934
13	1,000	7,100						(511)		\$ 329,523
14		15,387		300,000		(43,549)	(265,158)	(252)		\$ 335,951
15	11,611				(31,982)		(512)	(144)	(546)	\$ 314,377
16		2,733						(62,145)		\$ 254,965
17	13,208	343						(32,628)		\$ 235,889
18										\$ 235,889
19										\$ 235,889
20										\$ 235,889
21								(25,237)		\$ 210,652
22	15,476							(20,426)		\$ 205,701
23	21,732	559						(24,315)		\$ 203,677
24	89,286							(12,745)		\$ 280,218
25										\$ 280,218
26										\$ 280,218
27	7,193	1,035						(38,555)		\$ 249,891
28				300,000			(265,131)	(58,004)		\$ 226,756
29	26,259	681						(1,828)		\$ 251,869
30	37,961							(8,831)		\$ 280,999
31		506		200,000	(32,079)		(512)	(28,814)		\$ 420,100
									Ending Balance	\$ 420,100

Tornillo Independent School District

Monthly Summary of Investments As of January 31, 2025

Fnd-Obj	ACCOUNT NAME	BEGINNING BALANCE	DEPOSITS	CHECKS	INTEREST	ENDING BALANCE	INTEREST RATE
		1/1/2025				1/31/2025	
199-1110	General Operating	\$ 408,044.69	1,096,559.00	1,084,504.13	27.04	\$ 420,126.60	0.10%
197-1107	Maintenance Tax Note	\$ 263,252.55	0.00	0.00	1,019.27	\$ 264,271.82	4.6332%
199-1107	Lone Star Inv. Pool#1	\$ 4,548,569.85	1,026,831.29	800,000.00	17,845.16	\$ 4,793,246.30	4.6332%
599-1110	Interest and Sinking	\$ 151,135.65	186,014.61	1,000.00	19.88	\$ 336,170.14	0.10% ⁴¹
599-1107	Lone Star Inv. Pool/Int.&Sinking	\$ 1,126,760.65	0.00	1,088,405.65	4,228.25	\$ 42,583.25	4.6332%
599-1107	Lone Star Inv. Pool/I&S Government	\$ 1.94	0.00	0.00	0.01	\$ 1.95	4.4302%

Statement of Compliance:

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

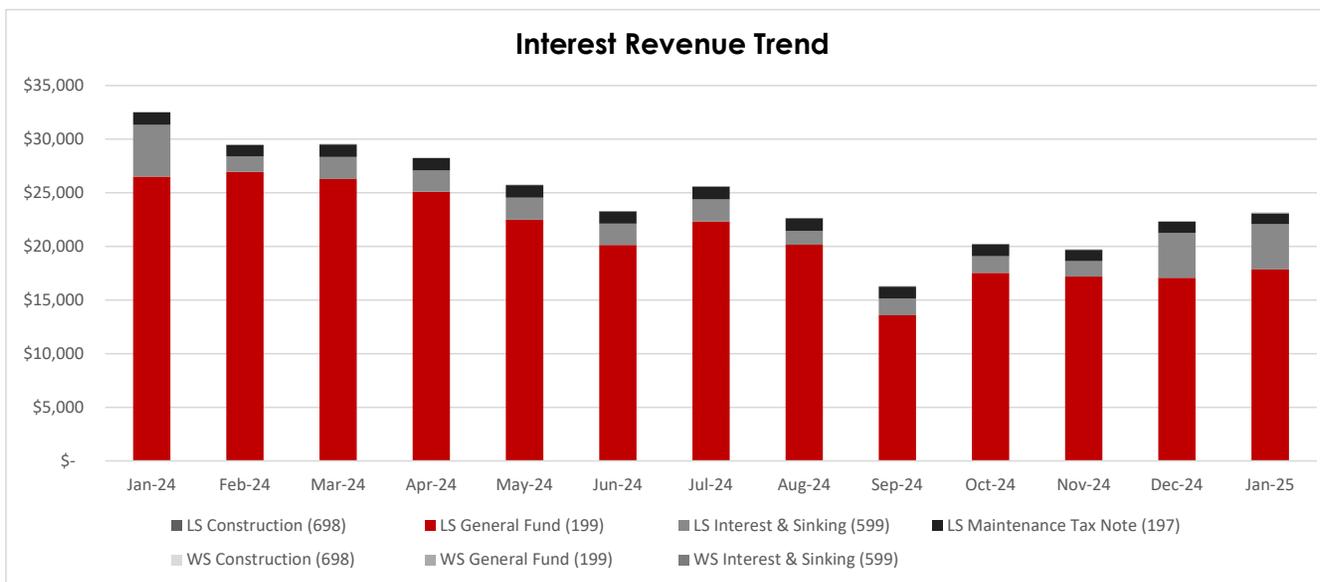
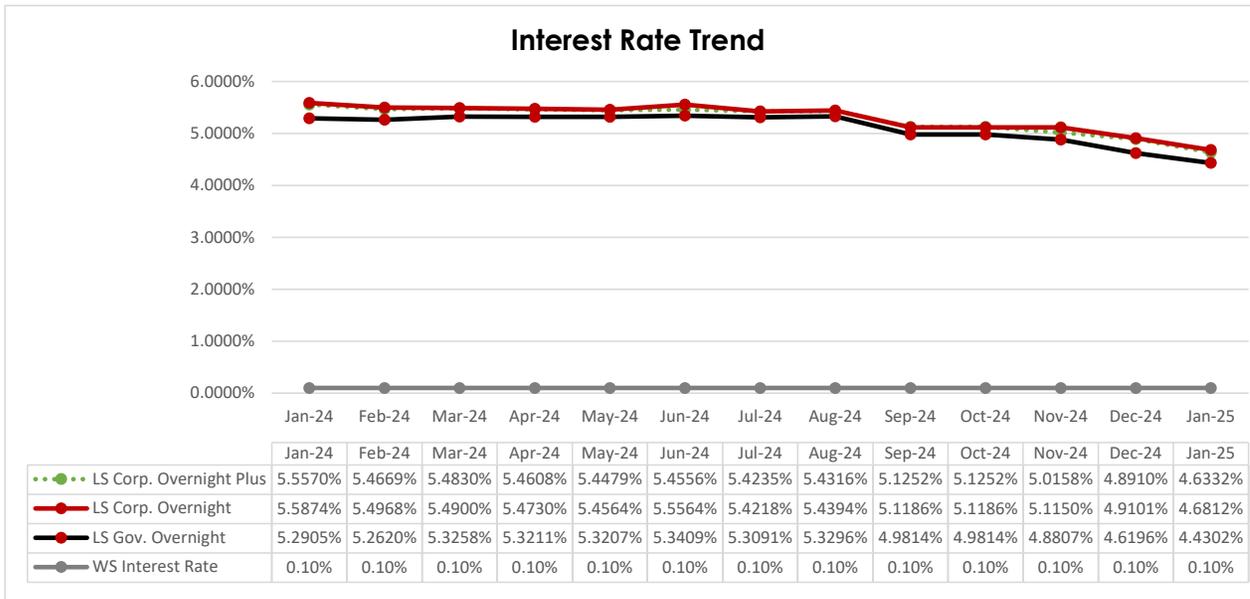
Luis Guerra

Luis Guerra, Director of Finance



TORNILLO INDEPENDENT SCHOOL DISTRICT

INTEREST RATE TRENDS





Participant #: 71908

Lone Star™ January 2025
Investment Pool **Monthly Statement**

Statement Period: 01/01/2025 to 01/31/2025

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	4,793,246.30	1.00	4,793,246.30	93.98%
Totals:				4,793,246.30	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Interest & Sinking Account	Corporate Overnight Fund	42,583.25	1.00	42,583.25	0.83%
	Government Overnight Fund	1.95	1.00	1.95	0.00%
Totals:				42,585.20	

Account	Fund	Number of Shares	Price Per Share	Account Balance	% Port.
Maintenance Tax Note 2008 - Fund 197	Corporate Overnight Fund	264,271.82	1.00	264,271.82	5.19%
Totals:				264,271.82	

Totals

Fund	Yield	Share Quantity	Price Per Share	Fund Balance (USD)	% Port.
Corporate Overnight Fund	4.56 %	5,100,101.37	1.00	5,100,101.37	100.00 %
Government Overnight Fund	0.00 %	1.95	1.00	1.95	0.00 %
Corporate Overnight Plus Fund	0.00 %	0.00	1.00	0.00	0.00 %
Total Value:				5,100,103.32	100.00 %

Portfolio Transactions

General Fund - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
01/01/2025	Starting Balance	4,548,569.85			4,548,569.85
01/13/2025	Deposit	4,629,959.22	81,389.37	1.00	81,389.37
01/14/2025	Deposit	4,631,685.22	1,726.00	1.00	1,726.00
01/14/2025	Withdrawal	4,331,685.22	-300,000.00	1.00	-300,000.00
01/24/2025	Deposit	5,212,520.22	880,835.00	1.00	880,835.00
01/28/2025	Withdrawal	4,912,520.22	-300,000.00	1.00	-300,000.00
01/31/2025	Deposit	4,975,401.14	62,880.92	1.00	62,880.92



General Fund - Corporate Overnight Fund (Continued)

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
01/31/2025	Withdrawal	4,775,401.14	-200,000.00	1.00	-200,000.00
01/31/2025	Interest	4,793,246.30	17,845.16	1.00	17,845.16
01/31/2025	Ending Balance	4,793,246.30			4,793,246.30

Interest & Sinking Account - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
01/01/2025	Starting Balance	1,126,760.65			1,126,760.65
01/31/2025	Withdrawal	869,858.65	-256,902.00	1.00	-256,902.00
01/31/2025	Withdrawal	558,233.65	-311,625.00	1.00	-311,625.00
01/31/2025	Withdrawal	308,358.65	-249,875.00	1.00	-249,875.00
01/31/2025	Withdrawal	91,283.65	-217,075.00	1.00	-217,075.00
01/31/2025	Withdrawal	38,355.00	-52,928.65	1.00	-52,928.65
01/31/2025	Interest	42,583.25	4,228.25	1.00	4,228.25
01/31/2025	Ending Balance	42,583.25			42,583.25

Interest & Sinking Account - Government Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
01/01/2025	Starting Balance	1.94			1.94
01/31/2025	Interest	1.95	0.01	1.00	0.01
01/31/2025	Ending Balance	1.95			1.95

Maintenance Tax Note 2008 - Fund 197 - Corporate Overnight Fund

Settle Date	Trade Type	Share Balance	Number of Shares	Price/Share	Amount (USD)
01/01/2025	Starting Balance	263,252.55			263,252.55
01/31/2025	Interest	264,271.82	1,019.27	1.00	1,019.27
01/31/2025	Ending Balance	264,271.82			264,271.82

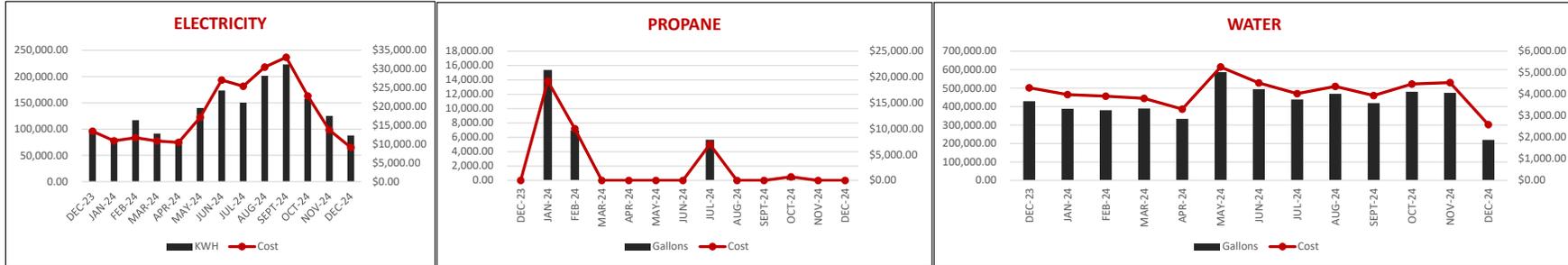
Important Information about this statement

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

UTILITY USAGE AND COST

Rolling 13 Month Comparison



Utility	DEC-23	JAN-24	FEB-24	MAR-24	APR-24	MAY-24	JUN-24	JUL-24	AUG-24	SEPT-24	OCT-24	NOV-24	DEC-24	Totals
Electricity:														
KWH	98,716.00	82,748.00	117,117.00	91,385.00	79,055.00	140,270.00	173,489.00	150,415.00	201,367.00	223,192.00	157,869.00	125,203.00	87,780.00	1,728,606.00
Cost	\$13,460.26	\$10,862.11	\$11,716.30	\$10,823.22	\$10,443.84	\$17,151.26	\$27,051.92	\$25,431.21	\$30,517.50	\$33,124.75	\$22,798.67	\$13,771.58	\$9,105.56	\$236,258.18
Unit Cost	\$0.14	\$0.13	\$0.10	\$0.12	\$0.13	\$0.12	\$0.16	\$0.17	\$0.15	\$0.15	\$0.14	\$0.11	\$0.10	\$0.14
Propane :														
Gallons	0.00	15,387.57	6,968.50	0.00	0.00	0.00	0.00	5,673.69	0.00	0.00	555.20	0.00	0.00	28,584.96
Cost	\$0.00	\$19,240.28	\$10,021.88	\$0.00	\$0.00	\$0.00	\$0.00	\$6,998.37	\$0.00	\$0.00	\$714.34	\$0.00	\$0.00	\$36,974.87
Unit cost	\$0.00	\$1.25	\$1.44	\$0.00	\$0.00	\$0.00	\$0.00	\$1.23	\$0.00	\$0.00	\$1.29	\$0.00	\$0.00	\$1.29
Water:														
Gallons	428,970.00	387,910.00	380,030.00	390,280.00	333,560.00	586,840.00	494,260.00	438,500.00	469,000.00	419,330.00	480,700.00	474,160.00	219,570.00	5,503,110.00
Cost	\$4,299.24	\$3,990.14	\$3,913.99	\$3,811.35	\$3,313.08	\$5,265.73	\$4,526.48	\$4,031.19	\$4,369.91	\$3,943.15	\$4,480.33	\$4,541.71	\$2,590.99	\$53,077.29
Unit cost	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01

14,823.40
\$20,437.36

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	\$ -	\$ -	\$ -	\$ -	\$ -
Write off contract expired	\$ 22,207.50		\$ 10,542.21		46
Additional Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -

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
161898	\$59,255.00	Virtual Technologies	Board Approved
161965	\$89,988.80	Dell Technologies	Board Approved
162003	\$181,062.00	El Paso Trade School	Board Approved
162015	\$31,478.00	First Financial Group of America	Consisted of various invoices

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

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VendorID : WestStar Bank - 100003379

764	01/24/2025	501023	Rosa Vega-Barrío	Issued	\$1,071.88	Employee Reimbursement Direct Deposit
765	01/31/2025	500409	Alicia Alvarado	Issued	\$269.00	Employee Reimbursement Direct Deposit
766	01/31/2025	501260	Claudia Beanes	Issued	\$169.00	Employee Reimbursement Direct Deposit
767	01/31/2025	501219	Mario Delgado	Issued	\$226.00	Employee Reimbursement Direct Deposit
768	01/31/2025	500732	Alma Erives	Issued	\$169.00	Employee Reimbursement Direct Deposit
769	01/31/2025	501220	Maria Espinoza	Issued	\$169.00	Employee Reimbursement Direct Deposit
770	01/31/2025	500786	Monica Fuentes Elizondo	Issued	\$169.00	Employee Reimbursement Direct Deposit
771	01/31/2025	500033	Roberto Garcia	Issued	\$226.00	Employee Reimbursement Direct Deposit
772	01/31/2025	500769	Claudia Herrera-Soto	Issued	\$169.00	Employee Reimbursement Direct Deposit
773	01/31/2025	501082	Myrna Lopez	Issued	\$269.00	Employee Reimbursement Direct Deposit
774	01/31/2025	500699	Maria Morales	Issued	\$269.00	Employee Reimbursement Direct Deposit
775	01/31/2025	501206	Alejandro Olvera	Issued	\$269.00	Employee Reimbursement Direct Deposit
776	01/31/2025	500519	Elizabeth Otero	Issued	\$269.00	Employee Reimbursement Direct Deposit
777	01/31/2025	500021	Dania Sotelo	Issued	\$169.00	Employee Reimbursement Direct Deposit
161874	01/09/2025	10027	Amerigas Propane, L.P.	Issued	\$9,731.10	Paper Check
161875	01/09/2025	10040	Game One	Issued	\$884.54	Paper Check
161876	01/09/2025	10134	El Paso County	Issued	\$13,583.31	Paper Check
161877	01/09/2025	10138	El Paso Disposal, LP	Issued	\$2,164.72	Paper Check
161878	01/09/2025	10361	Home Depot Credit Services	Issued	\$374.77	Paper Check
161879	01/09/2025	10475	Jose Trinidad Vazquez	Issued	\$25.00	Paper Check
161880	01/09/2025	10630	Region 19 Education Service Center	Issued	\$7,500.00	Paper Check
161881	01/09/2025	10657	Segovia'S Distributing, Inc.	Issued	\$1,157.77	Paper Check
161882	01/09/2025	10662	Sizzling Caesars, Llc	48 Issued	\$19.47	Paper Check

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161883	01/09/2025	10864	Walmart Community/Capital One	Issued	\$567.80	Paper Check
161884	01/09/2025	10870	Windstream	Issued	\$1,986.03	Paper Check
161885	01/09/2025	20022	Citibank	Issued	\$13.59	Paper Check
161886	01/09/2025	20059	Subway	Issued	\$197.78	Paper Check
161887	01/09/2025	20206	Texas Excavation Safety System,	Issued	\$1.15	Paper Check
161888	01/09/2025	20215	Spectrum Paper Co, Inc.	Issued	\$2,041.18	Paper Check
161889	01/09/2025	20255	Mentru Enterprises	Issued	\$1,286.00	Paper Check
161890	01/09/2025	20389	Mountain Desert Water LLC	Issued	\$290.56	Paper Check
161891	01/09/2025	20559	RGTG, LLC	Issued	\$1,643.05	Paper Check
161892	01/09/2025	20642	Faben's Quick Lube	Issued	\$37.00	Paper Check
161893	01/09/2025	20662	Citibank	Issued	\$348.37	Paper Check
161894	01/09/2025	20662	Citibank	Issued	\$53.62	Paper Check
161895	01/09/2025	20709	xSPEDite School Services	Issued	\$110.00	Paper Check
161896	01/09/2025	20876	GH Dairy El Paso	Issued	\$2,187.24	Paper Check
161897	01/09/2025	20895	linde gas & equipment inc	Issued	\$250.29	Paper Check
161898	01/09/2025	20969	Virtual Technologies Inc.	Issued	\$59,255.00	Paper Check
161899	01/09/2025	20993	West Michigan Warehouse Outfitters, Inc.	Issued	\$7,875.00	Paper Check
161900	01/09/2025	21016	Sunbelt Staffing, LLC	Issued	\$45.00	Paper Check
161901	01/09/2025	21018	J Taylor Education, Inc.	Issued	\$8,000.00	Paper Check
161902	01/09/2025	21027	LEAF Capital Funding LLC	Issued	\$2,520.14	Paper Check
161903	01/09/2025	21033	Carnegie Learning Inc.	Issued	\$3,600.00	Paper Check
161904	01/09/2025	21049	APIC Solutions Texas LLC	Issued	\$24,204.04	Paper Check
161905	01/09/2025	21100	Bull Valley Software, Inc.	Issued	\$8,633.00	Paper Check
161906	01/09/2025	21108	Nancy Menjivar	Issued	\$360.00	Paper Check
161908	01/10/2025	10190	Fabens Oil Co.	Issued	\$212.40	Paper Check
161909	01/10/2025	20022	Citibank	Issued	\$280.00	Paper Check

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161910	01/10/2025	20022	Citibank	Issued	\$75.00	Paper Check
161911	01/10/2025	20169	El Paso County Water Improvement	Issued	\$2,509.99	Paper Check
161912	01/10/2025	20642	Faben's Quick Lube	Issued	\$113.00	Paper Check
161913	01/10/2025	20662	Citibank	Issued	\$59.46	Paper Check
161919	01/13/2025	501087	Isela Alvidrez	Issued	\$144.00	Paper Check
161920	01/13/2025	500544	Luis Vega	Issued	\$252.00	Paper Check
161921	01/15/2025	10190	Fabens Oil Co.	Issued	\$1,271.85	Paper Check
161922	01/15/2025	10601	Office Depot	Issued	\$1,868.11	Paper Check
161923	01/15/2025	10786	College Entrance Examination Board PSAT	Issued	\$3,567.00	Paper Check
161924	01/15/2025	20662	Citibank	Issued	\$341.24	Paper Check
161925	01/16/2025	10268	Gibson,Ruddock,Patterson, Llc.	Issued	\$13,000.00	Paper Check
161926	01/16/2025	10361	Home Depot Credit Services	Issued	\$842.06	Paper Check
161927	01/16/2025	10543	Labatt Food Service	Issued	\$10,881.22	Paper Check
161928	01/16/2025	10601	Office Depot	Issued	\$1,501.09	Paper Check
161929	01/16/2025	10617	Pitneybowes	Issued	\$200.00	Paper Check
161930	01/16/2025	20022	Citibank	Issued	\$352.00	Paper Check
161931	01/16/2025	20038	wholesale Lumber	Issued	\$37.47	Paper Check
161932	01/16/2025	20115	PRO-ACTION INC.	Issued	\$88.00	Paper Check
161933	01/16/2025	20255	Mentru Enterprises	Issued	\$206.50	Paper Check
161934	01/16/2025	20876	GH Dairy El Paso	Issued	\$677.95	Paper Check
161935	01/16/2025	21033	Carnegie Learning Inc.	Issued	\$9,422.73	Paper Check
161936	01/16/2025	21063	Arusa Enterprises	Issued	\$737.48	Paper Check
161937	01/16/2025	21127	Scenario Learning, LLC	Issued	\$1,269.15	Paper Check
161939	01/17/2025	10139	El Paso Electric Co.	Issued	\$10,645.16	Paper Check
161940	01/17/2025	10190	Fabens Oil Co.	Issued	\$374.01	Paper Check
161941	01/17/2025	10361	Home Depot Credit Services	Issued	\$354.88	Paper Check

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161942	01/17/2025	10636	Sigler Wholesale Distributors	Issued	\$2,947.23	Paper Check
161943	01/17/2025	10657	Segovia'S Distributing, Inc.	Issued	\$527.45	Paper Check
161944	01/17/2025	20169	El Paso County Water Improvement	Issued	\$81.00	Paper Check
161945	01/17/2025	20255	Mentru Enterprises	Issued	\$305.00	Paper Check
161946	01/17/2025	20902	El paso Vacuum	Issued	\$158.40	Paper Check
161951	01/24/2025	10027	Amerigas Propane, L.P.	Issued	\$11,556.33	Paper Check
161952	01/24/2025	10040	Game One	Issued	\$1,027.45	Paper Check
161953	01/24/2025	10543	Labatt Food Service	Issued	\$20,759.14	Paper Check
161954	01/24/2025	10601	Office Depot	Issued	\$225.98	Paper Check
161955	01/24/2025	10630	Region 19 Education Service Center	Issued	\$100.00	Paper Check
161956	01/24/2025	10636	Sigler Wholesale Distributors	Issued	\$565.00	Paper Check
161957	01/24/2025	10657	Segovia'S Distributing, Inc.	Issued	\$843.42	Paper Check
161958	01/24/2025	10808	Tornillo I.S.D. Cafeteria	Issued	\$30.75	Paper Check
161959	01/24/2025	10864	Walmart Community/Capital One	Issued	\$272.01	Paper Check
161960	01/24/2025	20022	Citibank	Issued	\$112.70	Paper Check
161961	01/24/2025	20115	PRO-ACTION INC.	Issued	\$60.00	Paper Check
161962	01/24/2025	20297	The Sherwin Williams Company	Issued	\$414.44	Paper Check
161963	01/24/2025	20315	Sure Score	Issued	\$3,544.75	Paper Check
161964	01/24/2025	20354	Texas School Nurse Organization	Issued	\$75.00	Paper Check
161965	01/24/2025	20572	Dell Marketing L.P.	Issued	\$89,988.80	Paper Check
161966	01/24/2025	20662	Citibank	Issued	\$50.75	Paper Check
161967	01/24/2025	20876	GH Dairy El Paso	Issued	\$656.96	Paper Check
161968	01/24/2025	20886	Gamez Enterprises, Inc.	Issued	\$190.02	Paper Check
161969	01/24/2025	20895	linde gas & equipment inc	Issued	\$48.15	Paper Check
161970	01/24/2025	21033	Carnegie Learning Inc.	Issued	\$6,833.34	Paper Check
161971	01/24/2025	21126	Sylvia Landeros	Issued	\$300.00	Paper Check

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161972	01/24/2025	501264	Josue Reyes Herrera	Issued	\$459.00	Paper Check
161973	01/24/2025	500902	Ramon Varela	Issued	\$29.22	Paper Check
161974	01/28/2025	501087	Isela Alvidrez	Issued	\$144.00	Paper Check
161975	01/28/2025	500544	Luis Vega	Issued	\$198.00	Paper Check
161976	01/30/2025	10601	Office Depot	Issued	\$631.78	Paper Check
161977	01/30/2025	10657	Segovia'S Distributing, Inc.	Issued	\$1,392.93	Paper Check
161978	01/30/2025	10864	Walmart Community/Capital One	Issued	\$19.44	Paper Check
161979	01/30/2025	10867	West Texas County Courier	Issued	\$350.00	Paper Check
161980	01/30/2025	10870	Windstream	Issued	\$1,987.47	Paper Check
161981	01/30/2025	20022	Citibank	Issued	\$80.00	Paper Check
161982	01/30/2025	20022	Citibank	Issued	\$175.00	Paper Check
161983	01/30/2025	20215	Spectrum Paper Co, Inc.	Issued	\$2,569.50	Paper Check
161984	01/30/2025	20297	The Sherwin Williams Company	Issued	\$333.58	Paper Check
161985	01/30/2025	20301	El Paso County Tax Assessor-Coll	Issued	\$10.25	Paper Check
161986	01/30/2025	20301	El Paso County Tax Assessor-Coll	Issued	\$7.50	Paper Check
161987	01/30/2025	20869	Rhema Cont	Issued	\$811.32	Paper Check
161988	01/30/2025	20876	GH Dairy El Paso	Issued	\$1,178.44	Paper Check
161989	01/30/2025	21101	Morse Enterprises	Issued	\$2,009.75	Paper Check
161990	01/30/2025	21118	Cybersoft Technologies, Inc.	Issued	\$3,995.00	Paper Check
161991	01/30/2025	21133	Elliott Electric Supply, Inc	Issued	\$2,077.50	Paper Check
161992	01/30/2025	21134	Kesler Science, LLC	Issued	\$1,556.00	Paper Check
161993	01/31/2025	10054	Bernie Del Hierro	Issued	\$2,042.50	Paper Check
161994	01/31/2025	10279	Govconnection, Inc.	Issued	\$1,036.00	Paper Check
161995	01/31/2025	10617	Pitneybowes	Issued	\$316.05	Paper Check
161996	01/31/2025	10657	Segovia'S Distributing, Inc.	Issued	\$44.25	Paper Check
161997	01/31/2025	10808	Tornillo I.S.D. Cafeteria	Issued	\$680.00	Paper Check

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161998	01/31/2025	10846	United States Postal Service	Issued	\$432.00	Paper Check
161999	01/31/2025	10864	Walmart Community/Capital One	Issued	\$2.83	Paper Check
162000	01/31/2025	20022	Citibank	Issued	\$194.87	Paper Check
162001	01/31/2025	20022	Citibank	Issued	\$13.59	Paper Check
162002	01/31/2025	20297	The Sherwin Williams Company	Issued	\$648.90	Paper Check
162003	01/31/2025	20509	El Paso Tradew School inc.	Issued	\$181,062.00	Paper Check
162004	01/31/2025	20876	GH Dairy El Paso	Issued	\$652.98	Paper Check
162005	01/31/2025	21016	Sunbelt Staffing, LLC	Issued	\$29.70	Paper Check
162006	01/31/2025	21030	Keltic, Inc DBA C.L. North Company	Issued	\$1,073.12	Paper Check
162007	01/31/2025	21130	Tijerina Financial Consulting LLC.	Issued	\$5,000.00	Paper Check
162009	01/31/2025	10724	Texas AFT- Associate Membership Program	Issued	\$184.50	Paper Check
162010	01/31/2025	10848	United Way Of El Paso County	Issued	\$45.00	Paper Check
162011	01/31/2025	20008	Texas State Teacher Association	Issued	\$98.84	Paper Check
162012	01/31/2025	20009	Association of Texas Professional Educator	Issued	\$76.86	Paper Check
162013	01/31/2025	20009	Association of Texas Professional Educator	Issued	\$76.86	Paper Check
162014	01/31/2025	20010	LegalShield	Issued	\$106.61	Paper Check
162015	01/31/2025	20011	First Financial Group of America	Issued	\$31,478.69	Paper Check
162016	01/31/2025	500544	Luis Vega	Issued	\$396.00	Paper Check
10002477	01/10/2025	20765	Commerce Bank	Issued	\$10,580.19	ACH
10002478	01/17/2025	20765	Commerce Bank	Issued	\$20,578.92	ACH
10002479	01/24/2025	20765	Commerce Bank	Issued	\$2,927.26	ACH
10002481	01/31/2025	20765	Commerce Bank	Issued	\$2,842.00	ACH
10002482	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002483	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$244.14	ACH
10002484	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002485	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH

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10002486	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$265.00	ACH
10002487	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002488	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$1.50	ACH
10002489	01/31/2025	20012	Texas Child Support Disbursement Unit	Issued	\$244.14	ACH
200001583	01/09/2025	10153	El Paso Times	Issued	\$283.48	Vendor Credit Card
200001584	01/09/2025	10542	La Estrella	Issued	\$2,678.00	Vendor Credit Card
200001585	01/09/2025	10620	Positive Promotions	Issued	\$1,487.90	Vendor Credit Card
200001586	01/09/2025	10669	Sonitrol Of El Paso	Issued	\$2,095.00	Vendor Credit Card
200001587	01/09/2025	10672	Southern Computer Warehouse	Issued	\$2,430.00	Vendor Credit Card
200001588	01/09/2025	10707	TASBO	Issued	\$915.00	Vendor Credit Card
200001589	01/09/2025	20263	TCEA	Issued	\$204.00	Vendor Credit Card
200001590	01/09/2025	20265	4imprint, Inc.	Issued	\$542.87	Vendor Credit Card
200001591	01/09/2025	20470	O'Reilly Auto Enterprises LLC	Issued	\$320.36	Vendor Credit Card
200001592	01/09/2025	20597	El Paso Reprographics	Issued	\$8,157.00	Vendor Credit Card
200001594	01/17/2025	10070	C & M Plaque & Trophy Inc.	Issued	\$78.00	Vendor Credit Card
200001595	01/17/2025	10542	La Estrella	Issued	\$2,196.50	Vendor Credit Card
200001596	01/17/2025	10603	Oriental Trading Co., Inc.	Issued	\$233.31	Vendor Credit Card
200001597	01/17/2025	10669	Sonitrol Of El Paso	Issued	\$2,095.00	Vendor Credit Card
200001598	01/17/2025	10703	TASB	Issued	\$3,296.09	Vendor Credit Card
200001599	01/17/2025	10707	TASBO	Issued	\$145.00	Vendor Credit Card
200001600	01/17/2025	20470	O'Reilly Auto Enterprises LLC	Issued	\$1,316.31	Vendor Credit Card
200001601	01/17/2025	20647	AVID Center	Issued	\$6,109.00	Vendor Credit Card
200001604	01/24/2025	10542	La Estrella	Issued	\$412.00	Vendor Credit Card
200001605	01/24/2025	10707	TASBO	Issued	\$915.00	Vendor Credit Card
200001606	01/31/2025	10669	Sonitrol Of El Paso	Issued	\$186.25	Vendor Credit Card
200001607	01/31/2025	20312	Service Supply	Issued	\$380.85	Vendor Credit Card

Account#: 100003379
Date Range: 01-01-2025 to 01-31-2025

Check Register

Date: 02-03-2025
Time: 11:20 AM
Page 8 of 8

Total Checks:

179

Total Amount:

687,924.62

Payee Name	Invoice Number	Invoice Date	Invoice Description	Account Number	Invoice Amount	Invoice Type	Doc ID
Citibank	INV286832524	12/30/2024	Zoom subscription for superintendent	199-41-6499-00-701-99-0-00	13.59	PO	154937
Citibank	11627	10/21/2024	TAFE Student Registration Fee	199-11-6495-00-001-22-0-00	280.00	PO	155220
Citibank	11691	10/31/2024	TAFE Student Registration Fee	199-11-6495-00-001-22-0-00	75.00	PO	155220
Citibank	11906	01/15/2025	TAFE Registration fee	199-11-6499-00-001-22-0-00	352.00	PO	155369
Citibank	114-6817314-	01/13/2025	Amazon orders for 24-	199-21-6399-00-918-23-0-00	112.70	PO	154986
Citibank	1642644	01/13/2025	25 SY for supplies and materials	199-21-6399-00-918-23-0-00			
Citibank	114-8146409-5206622	01/06/2025	Misc. items & supplies for both technology and safety projects & district events.	199-53-6399-00-953-99-0-00	80.00	PO	155333
Citibank	20470	12/12/2024	ACET VIRTUAL WINTER ACADEMY-HR DIRECTOR	199-41-6499-00-727-99-0-00	175.00	PO	155393
Citibank	773426183	11/01/2024	ACET FALL Conference 2024- L. Guerra	199-41-6411-00-750-99-0-00	194.87	PO	155184
Citibank	INV290952712	01/30/2025	Zoom subscription for superintendent	199-41-6499-00-701-99-0-00	13.59	PO	154937
Citibank Sams Club	430926875795703546556	01/05/2025	For Community events	199-61-6499-00-041-99-0-00	348.37	PO	155357
Citibank Sams Club	10250706806	01/06/2025	For Community events	199-61-6499-00-041-99-0-00	53.62	PO	155357
Citibank Sams Club	10250717835	01/05/2025	Xmas staff incentives	865-00-2191-01-999-01-0-00	248.44	PO	155339
Citibank Sams Club	22855190992176279205	12/03/2024	Items for Homecoming 2024 fundraiser	199-34-6499-00-934-99-0-00	59.46	PO	155047
Citibank Sams Club	686004217299403862311	12/16/2024	items for centennial celebration	865-00-2191-03-750-01-0-00	145.16	Check Request	99702
Citibank Sams Club	024112134077612710712	12/16/2024	Items for centennial celebration	865-00-2191-03-750-01-0-00	344.42	Check Request	99701
Citibank Sams Club	709689282790388097059	12/07/2024	For Teachers and Staff X-Mas Incentives	461-23-6499-00-044-11-0-00	341.24	PO	155326
Citibank Sams Club	381463074504394075837	12/16/2024	Xmas staff incentives	865-00-2191-01-999-01-0-00	272.58	PO	155339
Citibank Sams Club	952555672962171289275	12/13/2024	Xmas staff incentives	865-00-2191-01-999-01-0-00	324.50	PO	155339
Citibank Sams Club	82520450108430861820	12/16/2024	Xmas staff incentives	865-00-2191-01-999-01-0-00	51.92	PO	155339
Citibank Sams Club	96104944829811952984	01/21/2025	Items for Homecoming 2024 fundraiser	199-34-6499-00-934-99-0-00	50.75	PO	155047

3,537.21

Txn ID	Post Date	Account #	Year	Bdgt Owner	Amount	Doc ID	System	Orig Doc. ID	Orig System	Vendor ID	Vendor Name	Invoice Date	Paid Date	Check Number	Invoice Number
1243955	12/19/2024	199-00-2110-02-000-00-0-00	2025	000	-102.29	200001581	AP Check	200001581	AP Check	10542	La Estrella		12/19/2024	200001581	
1242817	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-4668.29	200001574	AP Check	200001574	AP Check	10679	Spectrum Imaging		12/13/2024	200001574	
1242815	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-2600.00	200001577	AP Check	200001577	AP Check	20368	CEV Multimedia Ltd		12/13/2024	200001577	
1242813	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-399.00	200001576	AP Check	200001576	AP Check	20263	TCEA		12/13/2024	200001576	
1242811	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-270.36	200001573	AP Check	200001573	AP Check	10384	Insko Distributing Inc.		12/13/2024	200001573	
1242824	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-249.31	200001578	AP Check	200001578	AP Check	20470	O'Reilly Auto Enterprises LLC		12/13/2024	200001578	
1242819	12/13/2024	199-00-2110-02-000-00-0-00	2025	000	-205.92	200001575	AP Check	200001575	AP Check	20135	William V. MacGill & Co		12/13/2024	200001575	
1237936	11/22/2024	199-00-2110-02-000-00-0-00	2025	000	-2085.02	200001563	AP Check	200001563	AP Check	10679	Spectrum Imaging		11/22/2024	200001563	
1144959	11/10/2023	101-00-2110-02-000-00-0-00	2024	000	-298.59	200001267	AP Check	200001267	AP Check	10679	Spectrum Imaging		11/10/2023	200001267	
1144958	11/10/2023	199-00-2110-02-000-00-0-00	2024	000	-3729.78	200001267	AP Check	200001267	AP Check	10679	Spectrum Imaging		11/10/2023	200001267	
1144960	11/10/2023	211-00-2110-02-000-00-0-00	2024	000	-114.18	200001267	AP Check	200001267	AP Check	10679	Spectrum Imaging		11/10/2023	200001267	
1245601	1/9/2025	101-00-2110-02-000-00-0-00	2025	000	-878.00	200001584	AP Check	200001584	AP Check	10542	La Estrella		1/9/2025	200001584	
1245602	1/9/2025	181-00-2110-02-000-00-0-00	2025	000	-1800.00	200001584	AP Check	200001584	AP Check	10542	La Estrella		1/9/2025	200001584	
1245596	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-2095.00	200001586	AP Check	200001586	AP Check	10669	Sonitrol Of El Paso		1/9/2025	200001586	
1245608	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-542.87	200001590	AP Check	200001590	AP Check	20265	4imprint, Inc.		1/9/2025	200001590	
1245618	1/9/2025	429-00-2110-02-000-00-0-00	2025	000	-8157.00	200001592	AP Check	200001592	AP Check	20597	El Paso Reprographics		1/9/2025	200001592	
1243957	12/19/2024	199-00-2110-02-000-00-0-00	2025	000	-58.50	200001582	AP Check	200001582	AP Check	10672	Southern Computer Warehouse		12/19/2024	200001582	
1225370	9/27/2024	199-00-2110-02-000-00-0-00	2025	000	-2905.00	200001516	AP Check	200001516	AP Check	10669	Sonitrol Of El Paso		9/27/2024	200001516	
1245622	1/9/2025	865-00-2110-02-000-00-0-00	2025	000	-82.50	200001593	AP Check	200001593	AP Check	10070	C & M Plaque & Trophy Inc.		1/9/2025	200001593	
1245606	1/9/2025	101-00-2110-02-000-00-0-00	2025	000	-743.95	200001585	AP Check	200001585	AP Check	10620	Positive Promotions		1/9/2025	200001585	
1245613	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-915.00	200001588	AP Check	200001588	AP Check	10707	TASBO		1/9/2025	200001588	
1245605	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-743.95	200001585	AP Check	200001585	AP Check	10620	Positive Promotions		1/9/2025	200001585	
1245611	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-320.36	200001591	AP Check	200001591	AP Check	20470	O'Reilly Auto Enterprises LLC		1/9/2025	200001591	
1245615	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-204.00	200001589	AP Check	200001589	AP Check	20263	TCEA		1/9/2025	200001589	
1249763	1/24/2025	199-00-2110-02-000-00-0-00	2025	000	-412.00	200001604	AP Check	200001604	AP Check	10542	La Estrella		1/24/2025	200001604	
1245598	1/9/2025	199-00-2110-02-000-00-0-00	2025	000	-2430.00	200001587	AP Check	200001587	AP Check	10672	Southern Computer Warehouse		1/9/2025	200001587	

-37010.87

TISD
2024-2025

Child Nutrition Department

Norma Aguirre

Participation by Program

Program & Reimbursement Rate	October 11 serving days			November 15 serving days			December 14 serving days		
	PK-8		HS	PK-8		HS	PK-8		HS
	Total Meals		Total Meals	Total Meals		Total Meals	Total Meals		Total Meals
SBP-Breakfast - \$2.84	4,845		1,826	6,610		2,680	6,178		2535
NSLP-Lunch - \$4.45	4,841		1,678	6,432		2,325	6,147		2253
CACFP-Supper & Intersession	Total District Wide			Total District Wide			Total District Wide		
Breakfast \$2.28	332		155	0			0		
Lunch 4.25	632		120	0			0		
CACFP-Head Start	BK/Lunch	Snack	ADULTS	BK/Lunch	Snack	ADULTS	BK/Lunch	Snack	ADULTS
Bk-\$3.00 Lunch- \$5.25 Snack- 2.25 Adult-\$5.25	704/706	692	160	813/793	768	147	781/736	708	139



Fresh Fruit And Vegetables Program Begins

October 22, 2024

Encourages healthier school environments by promoting nutrition education.

THE FRESH FRUIT AND VEGETABLE PROGRAM



1. What is the Fresh Fruit and Vegetable Program?

The Fresh Fruit and Vegetable Program (FFVP) is a federally assisted program providing free fresh fruits and vegetables to children at eligible elementary schools during the school day. The goal of the FFVP is to introduce children to fresh fruits and vegetables, to include new and different varieties, and to increase overall acceptance and consumption of fresh, unprocessed produce among children. The FFVP also encourages healthier school environments by promoting nutrition education. To learn more, visit the FFVP webpage: <https://www.fns.usda.gov/ffvp/fresh-fruit-and-vegetable-program>

2. Who administers the FFVP?

The Food and Nutrition Service of the United States Department of Agriculture administers the FFVP at the Federal level. At the State level, the FFVP is administered by State agencies, which operate the Program through agreements with local school food authorities. State agency contact information is available at: <https://www.fns.usda.gov/school-meals/school-meals-contacts>.



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3. Which schools are eligible to participate in the FFVP?

Elementary schools in all 50 States, the District of Columbia, and the territories of Guam, Puerto Rico, and the Virgin Islands are eligible to participate. Schools must operate the National School Lunch Program in order to operate the FFVP. Importantly, the FFVP prioritizes schools with the highest percentage of children certified as eligible for free and reduced price meals. This is because children from low-income families generally have fewer opportunities to consume fresh produce on a regular basis.

4. What are the application requirements for the FFVP?

Eligible elementary schools must submit an FFVP application that includes:

- The total number of enrolled children;
- The percentage of children certified as eligible for free and reduced price meals;
- A certification of support for participation of the FFVP signed by the school food service manager, school principal, and the district superintendent (or equivalent positions, as determined by the school); and
- A Program implementation plan, including efforts to integrate the FFVP with other efforts to promote childhood health and nutrition.

3. Which schools are eligible to participate in the FFVP?

Elementary schools in all 50 States, the District of Columbia, and the territories of Guam, Puerto Rico, and the Virgin Islands are eligible to participate. Schools must operate the National School Lunch Program in order to operate the FFVP. Importantly, the FFVP prioritizes schools with the highest percentage of children certified as eligible for free and reduced price meals. This is because children from low-income families generally have fewer opportunities to consume fresh produce on a regular basis.

4. What are the application requirements for the FFVP?

Eligible elementary schools must submit an FFVP application that includes:

are aromatic, light, citrus scent, gain low acidity, a sweet, tangy, subtly floral, and fruity flavor.

Pink Lemons

61

Color the Lemon!



Help Lizzy Lemon find her friend! Sweet

Monthly Menu Created By Vendor

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	2.	3.	4.
ALL BREAK			
	9.	10.	11.
ALL BREAK			
	16.	17.	18.
22. KUMQUATS	23.	24. RED PEARS	25.
29. PINK	30.	31. BLOOD	

Projects	Status	
Fresh Fruit & Vegetable Grant Offered Tuesdays & Thursdays	Awarded \$19,931.76 Program ends when funds exhaust	Start Date October 22, 2024-May 2025
Primero Edge Software As new Point of Sale Software	Launching in April 2025	April 2025

▶ THANK YOU!



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:



MEMORANDUM

To: Members of the Board of Trustees
From: Mr. Raymond Bonilla, CTE Coordinator
Subject: College Tour
Date: February 26, 2025

Rationale:

Travel to Austin and San Antonio, Texas to visit college campuses. The High School will be taking the 10th grade class to tour UT Austin and UT San Antonio. Travel dates will be March 6 to March 9, 2025. The students will be staying in San Antonio. The students will raise additional funds to visit Six Flags Fiesta Texas on Saturday March 8.

Budget Impact:

Funds will come from the Effective Advising Framework Grant.

Administrative Recommendation:

The Tornillo High School administration recommendation is to approve the student college tour to be funded by the EAF grant in the amount of \$12,700.



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:

FIRST RESPONDER COMPREHENSIVE ADDICTION AND RECOVERY ACT AGREEMENT

Between Emergence Health Network (EHN) And Tornillo Independent School District “Partner Agency”. This Agreement (the “Agreement”) serves to confirm the mutual understandings of Emergence Health Network (EHN), a Certified Clinical Behavioral Health Clinic (“CCBHC”), and Tornillo Independent School District “Partner Agency”. (referred to as the “Partner Agency” in this agreement) to coordinate training, develop a process for procuring NALOXONE, develop a reporting and data collection process and, when appropriate, guide community members to obtain substance use disorder services from Emergence Health Network, in accordance with the terms set forth below.

I. Provision of Services

1. Emergence Health Network is committed to providing integrated and coordinated care across a spectrum of services in a manner that is both person-centered and family-centered, consistent with Section 2402(a) of the Patient Protection and Affordable Care Act (“ACA”), and with the requirements of the CCBHC demonstration, as implemented by the United States Department of Health and Human Services (“HHS”).
2. Partner agrees to make and/or accept referrals to EHN to assist individuals in accessing needed services and resources.

II. Scope of Work with Training, NALOXONE Distribution, Data Input, and Referral/Services

1. EHN agrees to coordinate and provide training to partner agency associated with NALOXONE (MHFA, CPR BLS, and other NALOXONE modules);
2. EHN and Tornillo Independent School District “Partner Agency” will jointly develop a NALOXONE procurement and distribution Protocol. Such protocol shall describe how EHN tracks NALOXONE units ordered and delivered.
3. EHN agrees to work with Partner Agency to provide the necessary staff training regarding grant reporting requirements related to data collection regarding the administration of NALOXONE to members of the community.
4. EHN and Tornillo Independent School District “Partner Agency” will jointly develop a Referral Protocol. Such protocol shall describe how timely and orderly referrals will be made, the process for coordinating EHN’s follow-up after an appropriate referral with OSAR, and how EHN and Tornillo Independent School District “Partner Agency” will coordinate the sharing of records associated with individuals encountered during a substance use crisis or overdose.
5. EHN will make and document reasonable attempts to contact all EHN consumers referred from Tornillo Independent School District “Partner Agency” within twenty-four (24) hours.

III. Insurance and Liability

1. EHN and Partner Agency represent and warrant that each Party and its clinicians providing Services hereunder are covered by a professional liability insurance policy (malpractice, errors, and omissions).
2. EHN and Partner Agency understand and agree that the provider of record of services is solely responsible for all such services.

IV. Assurance of Patient and Clinician Choice

1. EHN and Tornillo Independent School District “Partner Agency” acknowledge that all health professionals retain sole discretion to refer consumers to providers who best meet their medical needs.
2. EHN and Tornillo Independent School District “Partner Agency” acknowledge that individuals referred have the freedom to choose any provider of services.
3. EHN and Tornillo Independent School District “Partner Agency” affirm that this Agreement is not influenced by inducement or consideration for referrals and does not provide payment or benefit for referrals.

4. EHN and Tornillo Independent School District “Partner Agency” remain separate and independent entities.

V. Term and Termination

1. The term of this Agreement shall commence on _____ and continue until _____ unless terminated earlier.
2. This Agreement will automatically renew for additional one (1) year terms unless written notice of intent not to renew is provided by one Party to the other Party no less than thirty (30) days prior to the expiration of the then-current Agreement.
3. This Agreement may be terminated, in whole or in part, at any time upon the mutual agreement of Emergence Health Network and Partner Agency.
4. Either EHN or Partner Agency may terminate this Agreement without cause upon ninety (90) days prior written notice to the other Party.
5. This Agreement may be terminated for cause upon written notice by either EHN or Partner Agency.

VI. Privacy and Confidentiality of Consumer Information

1. EHN and Partner Agency will coordinate care in compliance with privacy and confidentiality requirements, including HIPAA, 42 CFR Part 2, and other federal and state laws.
2. Each Party shall request consumers’ consent for disclosure of their health information, following consumers’ preferences for shared protected health information.
3. This Section VI shall survive termination of this Agreement.

Emergence Health Network

By: _____
Kristen Daugherty, CEO

Date: _____

Tornillo Independent School District “Partner Agency”.

By: _____

Date: _____

BUSINESS ASSOCIATE AND QUALIFIED SERVICE ORGANIZATION AGREEMENT

This Business Associate and Qualified Service Organization Agreement (“BAQSOA” or “Agreement”), effective as of the ___ day of _____, 2025 (the “Effective Date”), is entered into by and among **El Paso MHMR d/b/a Emergence Health Network**, the local governmental authority for mental health, and intellectual and development disability services, in El Paso County, Texas, (“EHN” or “Covered Entity”) and Tornillo Independent School District (“Business Associate”).

WHEREAS, Business Associate is currently providing services to EHN under existing contracts or agreements, whether written or oral, and may enter into future contracts or agreements, whether written or oral, with EHN (the “*Underlying Contract*”);

WHEREAS, Business Associate may have access to, create, receive, maintain or transmit Protected Health Information (“PHI”), as hereafter defined, from EHN as necessary for Business Associate to perform its obligations under the Underlying Contract;

WHEREAS, the relationship between EHN and Business Associate is such that the Parties believe Business Associate is a “business associate” within the meaning of the HIPAA Privacy Rule;

WHEREAS, EHN operates a federally assisted Part 2 program in Texas that must comply with the Federal Confidentiality of Alcohol and Drug Abuse Patient Records law and regulations, 42 USC § 290dd-2 and 42 CFR Part 2 (collectively, “Part 2”);

WHEREAS, Business Associate is also a Qualified Service Organization (“QSO”) under Part 2 and must agree to certain mandatory provisions regarding the use and disclosure of substance abuse treatment information;

WHEREAS, the Parties desire to set forth the terms and conditions pursuant to which PHI, provided to Business Associate by Covered Entity, will be handled between themselves and third parties; and

WHEREAS, the obligations set forth in this Agreement are in addition to any other federal or state laws which pertain to information related to EHN’s operations or patients/participants/consumers;

NOW THEREFORE, in consideration of the promises and mutual covenants and agreements of the parties as set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Section 1: Definitions

For purposes of this Agreement:

1.1 “Access” shall mean the ability or the means necessary to read, write, modify, or communicate data/information or otherwise use any system resource.

1.2 “Administrative Safeguards” shall mean administrative actions, and policies and procedures, to manage the selection, development, implementation, and maintenance of security measures to protect Electronic Protected Health Information and to manage the conduct of Business Associate’s workforce in relation to the protection of that information.

1.3 “Availability” shall mean the property that data or information is accessible and useable upon demand by an authorized person.

1.4 “Breach” shall have the meaning given for such term in the Breach Notification Rules.

1.5 “Breach Notification Rules” shall mean Section 13402 of HITECH and the regulations implementing such provisions, currently Subpart D of Title 45 of the Code of Federal Regulations, as such regulations may be in effect from time to time.

1.6 “Confidentiality” shall mean the property that data or information is not made available or disclosed to unauthorized persons or processes.

1.7 “Electronic Protected Health Information” or “*ePHI*” shall have the same meaning as the term “electronic protected health information” in 45 C.F.R. § 160.103.

1.8 “HIPAA” means the Administrative Simplification Provisions, Sections 261 through 264, of the federal Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, as modified and amended by the Health Information Technology for Economic and Clinical Health (“HITECH”) Act, Title XIII of Division A and Title IV of Division B of the American Recovery and Reinvestment Act of 2009, Public law 111-5.

1.9 “HIPAA Regulations” shall mean the Privacy Rule and the Security Rule at 45 C.F.R. parts 160, 162 and 164.

1.10 “HITECH” shall mean the Health Information Technology for Economic and Clinical Health Act, found in Title XIII of the American Recovery and Reinvestment Act of 2009, Public Law 111-005.

1.11 “Individual” shall have the same meaning as the term "individual" in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).

1.12 “Information System” shall mean an interconnected set of information resources under the same direct management control that shares common functionality. A system normally includes hardware, software, information, data, applications, communication, and people.

1.13 “Integrity” shall mean the property that data or information have not been altered or destroyed in an unauthorized manner.

1.14 “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Part 160 and Part 164.

1.15 “Protected Health Information” or “*PHI*” shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, limited to the information created or received by Business Associate from or on behalf of EHN.

1.16 “Physical Safeguards” shall mean physical measures, policies, and procedures to protect the Business Associate’s electronic Information Systems and related buildings and equipment, from natural and environmental hazards, and unauthorized intrusion.

1.17 “Qualified Service Organization” or “*QSO*” shall have the same meaning as the term “qualified service organization” in 42 C.F.R. § 2.11.

1.18 “Required By Law” shall have the same meaning as the term “required by law” in 45 C.F.R. § 164.103.

1.19 “Secretary” shall mean the Secretary of the Department of Health and Human Services or his/her designee.

1.20 “Security Safeguards” shall mean all of the Administrative, Physical, and Technical Safeguards in an Information System.

1.21 “Security Incident” shall mean the attempted or successful unauthorized Access, use, disclosure, modification, or destruction of information or interference with system operations in an Information System.

1.22 “Technical Safeguards” shall mean the technology and the policy and procedures for its use that protect Electronic Protected Health Information and control Access to it.

1.23 “Unsecured PHI” shall have the same meaning given for such term in the Breach Notification Rules.

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the HIPAA Regulations or the Breach Notification Rules, as applicable.

Section 2: Obligations and Activities of Business Associate

2.1 Business Associate agrees to use and/or disclose the PHI only as permitted or required by this Agreement or as Required By Law.

2.2 Business Associate agrees to use appropriate safeguards to maintain the security of the PHI and to prevent use or disclosure of PHI other than as provided for by this Agreement, which will in no event be any less than the stricter of any applicable HIPAA Regulations or the means which Business Associate uses to protect its own confidential information. Business Associate agrees to implement Security Safeguards that reasonably and appropriately protect the Confidentiality, Integrity, and Availability of the ePHI that Business Associate creates, receives, maintains, or transmits on behalf of EHN and that are in accord with any applicable HIPAA Regulations.

2.3 Business Associate agrees to promptly report to EHN any use or disclosure of PHI that is not permitted by this Agreement or of any Security Incident of which Business Associate becomes aware.

2.4 Business Associate agrees to ensure that any agent, including an authorized subcontractor, that receives, uses, or has access to PHI in the performance of the Underlying Contract agrees, in writing, to the same restrictions and conditions on the use and/or disclosure of such PHI that apply to Business Associate through this Agreement.

2.5 Business Associate agrees to ensure that any agent, including an authorized subcontractor, to whom it provides ePHI agrees to implement reasonable and appropriate Security Safeguards to protect such ePHI.

2.6 Business Associate agrees to document any disclosures of PHI by Business Associate or its agents or authorized subcontractors, and information related to such disclosures, as would be required for EHN to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

2.7 Business Associate agrees to provide to EHN information collected in accordance with Section 2.6 of this Agreement within fifteen (15) days of a request by EHN, as necessary to permit EHN to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

2.8 Business Associate agrees to make available PHI in a designated record set, within fifteen (15) days of EHN’s request, to EHN or, as directed by EHN, to an individual in order to meet the requirements under 45 C.F.R. § 164.524, relating to an individual’s right to inspect and obtain a copy of PHI relating to such individual.

2.9 Business Associate agrees to make any amendment(s) to Protected Health Information in a designated record set as EHN directs or agrees to pursuant to 45 C.F.R. § 164.526 within thirty (30) days of EHN’s request.

2.10 Except for a disclosure permitted under Section 3.1.d of this Agreement, if Business Associate believes it has a legal obligation to disclose any PHI, it will notify EHN as soon as reasonably practical after it learns of such obligation, and in any event at least five (5) business days prior to the proposed release, as to the legal requirement pursuant to which it believes the PHI must be released. If EHN objects to the release of such PHI, Business Associate will allow EHN to exercise any legal rights or remedies Business Associate might have to object to the

release of the PHI, and Business Associate agrees to provide such assistance to EHN, at EHN's expense, as EHN may reasonably request in connection therewith.

2.11 Business Associate agrees to make its internal practices, policies and procedures, books and records relating to the use and disclosure of PHI available to the Secretary for purposes of determining EHN's compliance with the HIPAA Regulations. Business Associate agrees to provide EHN with prompt written notice of any request received from the Secretary for access to such documents.

2.12 Business Associate, at its sole expense, agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.

2.13 Business Associate agrees to report to EHN any use or disclosure of PHI not provided for by this Agreement of which it becomes aware as soon as reasonably possible and in any event within five (5) days of the date on which it becomes aware of the use/disclosure.

2.14 Business Associate acknowledges that Sections 164.308, 164.310, 164.312, and 164.316 of Title 45, Code of Federal Regulations, apply to Business Associate in the same manner that such sections apply to covered entities and are incorporated into this Agreement by reference. The additional requirements of HITECH that relate to security and to privacy that apply to covered entities also apply to Business Associate and are incorporated into this Agreement by reference. Business Associate agrees to implement the technical safeguards provided in guidance issued annually by the Secretary for carrying out the obligations under the Code of Federal Regulation sections cited above (in this Section 2.14) and the security standards in Subpart C of Part 164 of Title 45 of the Code of Federal Regulations.

2.15 Business Associate may use and disclose Protected Health Information that Business Associate obtains or creates only if such use or disclosure, respectively, complies with each applicable requirement of Section 164.504(e) of Title 45, Code of Federal Regulations. The additional requirements of Subtitle D of HITECH that relate to privacy and that apply to covered entities also apply to Business Associate and are incorporated into this Agreement by reference.

2.16 Business Associate acknowledges that Section 164.504(e)(1)(ii) of Title 45, Code of Federal Regulations apply to Business Associate in the same manner that such section applies to covered entities, with respect to compliance with the standards in Sections 164.502(e) and 164.504(e) of Title 45, except that in applying such Section 164.504(e)(1)(ii) each reference to the Business Associate, with respect to a contract, shall be treated as a reference to the Covered Entity involved in such contract.

2.17 Business Associate shall comply with Section 13402 of the HITECH Act and the regulations implementing such provisions, currently Subpart D of Title 45 of the Code of Federal Regulations, as such regulations may be in effect from time to time (collectively, the "Breach Notification Rules").

- a. Except as provided in 45 C.F.R. § 164.412, Business Associate will give EHN notice of any Breach of Unsecured Protected Health Information without unreasonable delay, but in no case later than thirty (30) days after the first day on which the Breach is known, or by the exercise of reasonable diligence would have been known, to the Business Associate.
- b. The notice required by Section 2.17.a. above will be written in plain language and will include, to the extent possible or available, the following:
 - i. The identification of the individual whose Unsecured Protected Health Information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired or disclosed during the Breach;

- ii. A brief description of what happened, including the date of the Breach and the date of the discovery of the Breach;
- iii. A description of the types of Unsecured Protected Health Information that were involved in the Breach (such as whether the full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);
- iv. Any steps individuals who were subjects of the Breach should take to protect themselves from potential harm that may result from the Breach;
- v. A brief description of what the Business Associate is doing to investigate the Breach, to mitigate the harm to individuals, and to protect against further Breaches; and
- vi. Contact procedures for individuals to ask questions or learn additional information, including but not limited to the availability of a toll free telephone number, an email address, Web site, or postal address to ask questions and obtain answers related to the purposes of this Agreement.

2.18 Business Associate shall secure all Protected Health Information by a technology standard that renders Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals and is consistent with guidance issued by the Secretary, as modified by the Secretary from time to time, specifying the technologies and methodologies that render Protected Health Information unusable, unreadable, or indecipherable to unauthorized individuals, including the use of standards developed under Section 3002(b)(2)(B)(vi) of the Public Health Service Act, as added by Section 13101 of HITECH.

2.19 At EHN's discretion, EHN may require employees and permitted contractors who provide services on behalf of Business Associate to execute appropriate confidentiality or data use agreements.

2.20 To the extent the Business Associate is to carry out one or more of covered entity's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to the Covered Entity in the performance of such obligation(s).

Section 3: Permitted Uses and Disclosures by Business Associate

3.1 Business Associate may use and disclose PHI only as follows:

- a. Except as otherwise limited in this Agreement, Business Associate may use or disclose PHI as necessary to perform functions, activities, or services for EHN as specified in the Underlying Contract, provided that such use or disclosure would not violate the Privacy Rule if done by EHN.
- b. With respect to permitted disclosures under subsection 3.1.a above, unless otherwise specifically agreed to by the parties, Business Associate will not permit the disclosure of PHI to any person or entity other than such of its employees, agents or subcontractors who must have access to the PHI in order for Business Associate to perform its obligations under an Underlying Contract and who agree to keep such PHI confidential as required by this Agreement.
- c. Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.
- d. Except as otherwise limited in this Agreement, and after giving EHN advance notice as set forth above in Section 2.10, Business Associate may disclose PHI in its possession to a third party for

the purpose of its proper management and administration or to fulfill any legal responsibilities of Business Associate, provided that (1) the disclosure is Required By Law or (2) Business Associate has obtained reasonable written assurances from the third party to whom the information is disclosed that it will remain confidential and be used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the third party (i.e., for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate) and the third party agrees to notify Business Associate of any instances of which it is aware in which the confidentiality of the PHI has been breached. Within fifteen (15) days of a disclosure Required By Law, Business Associate will notify EHN's Privacy Officer at 915-887-3410.

- e. If the Business Associate provides data aggregation services for EHN under the Underlying Contract, Business Associate may use and aggregate the PHI for purposes of providing the data aggregation services to EHN. Use of PHI for any other data aggregation is not permitted.
- f. Business Associate may use and disclose PHI that Business Associate obtains or creates only if such use or disclosure, respectively, complies with each applicable requirement of Section 164.504(e) of Title 45, Code of Federal Regulations.

3.2 All other uses or disclosures of PHI not authorized by this Agreement are prohibited.

3.3 As between EHN and Business Associate, EHN holds all right, title and interest in and to the PHI, and Business Associate does not hold, and will not acquire by virtue of this Agreement or by virtue of providing any services or goods to EHN, any right, title or interest in or to the PHI or any portion thereof. Except as otherwise specified in this Agreement or agreed to in writing by the parties, Business Associate will have no right to de-identify PHI or to create limited data sets from PHI for its own use or compile and/or distribute statistical analyses and reports utilizing aggregated data derived from the PHI or any other health and medical data obtained from EHN.

Section 4: Obligations of EHN

4.1 EHN agrees to timely notify Business Associate of any changes to EHN's privacy or security practices and any individual restrictions on the use or disclosure of PHI applicable to or accepted by EHN to the extent that such changes or restrictions may impact Business Associate's use and/or disclosure of any PHI.

Section 5: Qualified Service Organization Agreement

5.1 EHN and Business Associate hereby agree that this Agreement constitutes a Qualified Service Organization Agreement ("QSOA") as required by 42 CFR Part 2. Accordingly, information obtained by Business Associate relating to individuals who may have been diagnosed as needing, or who have received, substance use disorder treatment services shall be maintained and used only for the purposes intended under this Agreement and in conformity with all applicable provisions of 42 USC § 290dd-2 and the underlying federal regulations, 42 C.F.R. Part 2. This includes but is not limited to resisting any efforts in judicial proceedings to obtain access to the Protected Health Information, pursuant to 42 C.F.R. Part 2. Accordingly, except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, EHN provided that such use or disclosure would not violate the Confidentiality or Privacy Rules if done by EHN.

Section 6: Term and Termination

6.1 Term. This Agreement shall be effective as of the Effective Date and shall continue in effect until terminated as provided in Section 5.2 or until all of the PHI provided by EHN to Business Associate, or created or received by Business Associate on behalf of EHN, is destroyed or returned to EHN.

6.2 Termination For Cause. In the event EHN determines that Business Associate has committed a material breach of this Agreement, EHN may either: (i) provide an opportunity for Business Associate to cure the breach or end the violation, provided that EHN may immediately terminate any Underlying Contract that require the use of PHI or ePHI if Business Associate does not cure the breach or end the violation within the time frame specified by EHN; (ii) immediately terminate any Underlying Contract that require the use of PHI or ePHI if Business Associate has breached a material term of this Agreement and EHN determines in its sole discretion that a cure is not possible; or (iii) if neither termination nor cure is feasible, EHN shall report the violation to the Secretary.

6.3. Effect of Termination. Upon the termination, for any reason, of this Agreement or an Underlying Contract that requires the use of PHI by Business Associate, Business Associate will promptly return to EHN or, at EHN's sole option, destroy any PHI in its possession or control, or in the possession or control of its agents or subcontractors, and will retain no copies of such PHI. Upon EHN's request, Business Associate shall certify to EHN that all PHI in its possession or control, or in the possession or control of its agents or subcontractors, has been returned or destroyed as required by this Agreement. If Business Associate and EHN agree that the destruction or return of the PHI is not reasonably feasible, Business Associate will extend the protections contained in this Agreement to such PHI and limit any further uses and/or disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI. Except in the case of non-feasibility or as otherwise agreed to in writing, any right or license that Business Associate has to use the PHI will terminate immediately upon the termination of this Agreement or the Underlying Contract allowing its use.

Section 7: Indemnification

7.1 To the extent permitted by law, Business Associate shall indemnify, hold harmless and defend EHN from and against any and all claims, losses, liabilities, costs and other expenses resulting from, or relating to, the acts or omissions of Business Associate in connection with the representations, duties and obligations of Business Associate under this Agreement. The parties' respective rights and obligations under this Section 6 shall survive termination of the Agreement.

Section 8: Miscellaneous

8.1 Regulatory References. A reference in this Agreement to a section in the HIPAA Regulations, HITECH, or the Breach Notification Rules means the section as in effect or as amended.

8.2 Survival. The respective rights and obligations of Business Associate and EHN under Section 5.3 and 6 of this Agreement will survive the termination of this Agreement.

8.3 Other Confidentiality Obligations. The parties acknowledge that this Agreement is intended to supplement any and all other confidentiality obligations that either party may have under this or any other agreement or applicable law.

8.4 Underlying Contract. The terms of this Agreement will govern the use of PHI under any Underlying Contract. Except as specified herein, all other terms of an Underlying Contract will continue in full force and effect. In the event of any conflict among the provisions of this Agreement and the Underlying Contract, the provisions of this Agreement will control.

8.5 Amendment. This Agreement may only be modified, or any rights under it waived, by a written agreement executed by both parties. The parties agree to amend this Agreement from time to time as is necessary for EHN

to comply with the requirements of the HIPAA Regulations, the Breach Notification Rules, HITECH and any current or future regulations promulgated thereunder.

8.6 Interpretation. Any ambiguity in this Agreement will be resolved to permit EHN to comply with the HIPAA Regulations, the Breach Notification Rules, HITECH and any current or future regulations promulgated thereunder.

8.7 Waiver. Any failure of a party to exercise or enforce any of its rights under this Agreement will not act as a waiver of such rights.

8.8 Notice. Except as otherwise specified in this Agreement, any notice or requests for information to EHN or Business Associate under this Agreement shall be sent to:

Covered Entity: Emergence Health Network
Address: 201 E. Main, Suite 600, El Paso, Texas 79901
Attention: Kristen Daugherty, CEO
Telephone: 915-887-3410
Fax: 915-351-4703
Email: kdaugherty@ehnel Paso.org

Business Assoc.:
Address:
Attention:
Telephone:
Fax:
Email:

The notice provisions set forth in the Underlying Agreement, if any, shall continue in full force and effect with respect to all other notices arising under the Underlying Agreement.

8.9 No Waiver of Sovereign Immunity. The parties agree that EHN and Tornillo Independent School District are engaged in a governmental function in connection with the Underlying Contract and this Agreement. As such, the parties recognize that EHN and Tornillo Independent School District retain their full governmental immunity to suit and/or liability in connection with the Underlying Contract, this Agreement, and any amendments thereto. The parties further recognize and agree that claims against EHN and Tornillo Independent School District are covered by the Texas Tort Claims Act to the maximum extent provided by law.

8.10 Binding Effect. The agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective successors and permitted assigns.

8.11 Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, the legality, validity and enforceability of the remaining provisions shall not be affected thereby.

8.12 Choice of Law and Forum. This Agreement was entered into in El Paso County, Texas. Any dispute regarding this Agreement will be governed by the laws and regulations of the United States and/or State of Texas, as appropriate. Furthermore, any dispute regarding this Agreement shall be brought in El Paso County, Texas.

8.13 Indemnification. To the extent permitted by law, Business Associate will indemnify and hold Covered Entity (including Covered Entity's Board of Trustees, individually and collectively, officers, employees, agents and other representatives, individually and collectively) harmless from and against all claims, demands, costs,

expenses, liabilities and losses, including reasonable attorneys' fees and punitive damages which may arise as a result of any violation of this Agreement by Business Associate.

[SIGNATURES FOLLOW ON NEXT PAGE]

AGREED TO AND ACKNOWLEDGED

COVERED ENTITY
El Paso MHMR d/b/a
Emergence Health Network

BUSINESS ASSOCIATE

By: _____
Kristen Daugherty
Chief Executive Officer

By: _____

Date: _____

Date: _____

REQUISITION FORM

**First Responders - Comprehensive Addiction and Recovery Act.
No.1H79TI086357-01**

SAMSHA Contract

Agency Details (if shipping is required, EHN will use information below for shipping label)	
Agency Name:	
Contact Person:	
Address:	
City, State, Zip:	
Phone:	
Emai:	

***Note:** If your Principal Office is located outside of El Paso County the allowable items will be delivered to your location. Item cost and quantities are subject to change depending on availability and supplier cost.*

***Reminder:** These funds may be used to assist first responders and first responder organizations. (includes firefighters, law enforcement officers, paramedics, emergency medical technicians, mobile crisis providers, or other legally organized and recognized volunteer organizations that respond to adverse opioid related incidents).*

From the list below, select the allowable cost items that you are requesting.

Allowable Items	Total Quantity
Overdose Prevention Kit (e.g., Narcan, Naloxone)	
Narcan Carrying Case	
Overdose Prevention Educational Material	

Requested by:

Signature:

Date:

PICK UP / DELIVERY RECIEPT

Pick Up or Delivery?

**First Responders - Comprehensive Addiction and Recovery Act.
No.1H79TI086357-01**

SAMSHA Contract

Agency Details (if shipping is required, EHN will use information below for shipping label)	
Agency Name:	
Contact Person:	
Address:	
City, State, Zip:	
Phone:	
Emai:	

Quantity	Description

Delivered by:

Signature:

Date:

Received by:

Signature:

Date:



MEMORANDUM

To: Tornillo ISD Board of Directors
From: Rosy Vega-Barrio, Superintendent
Subject: Acceptance of LASO 3 Grant
Date: February 26, 2025

HISTORY:

Tornillo ISD has been selected for five grant programs under the Learning Acceleration Support Opportunities (LASO) Cycle 3 for the 2025-2026 school year, totaling \$1,106,400. These funds will support the salaries of key Instructional Support staff to assist teachers in curriculum internalization and enhance technology integration in the learning process.

RATIONALE:

To complete the eGrants application and receive the awarded funds, the BOT must approve the LASO 3 grant selection by March 24, 2025.

BUDGET IMPACT:

The LASO Cycle 3 grant will provide significant savings to the district by financing personnel, professional development, materials, and technology costs.

ADMINISTRATIVE RECOMMENDATION:

The Administration is recommending that the Board of Trustees approve the acceptance of the LASO Cycle 3 grant for the duration of the grant.

TEA LASO III Grant Notice of Award

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February 26, 2025



TEA Notice of Award

Learning Acceleration Support Opportunities (LASO) Cycle 3 Selection Notification

The Texas Education Agency (TEA) is pleased to inform you that your LEA has been selected for the Learning Acceleration Support Opportunities (LASO) Cycle 3.

To receive your official award letter (**Notice of Grant Award – NOGA**), your LEA must complete the eGrants application. The steps to complete the eGrants application, along with the funding breakdown for the grants your LEA has been selected for, are provided below in this letter. Award letters will be sent to LEAs after the eGrants application is approved and the NOGA is available.

TORNILLO ISD-71908

Funding Breakdown by Grant Program:

Grant Program	Funding Breakdown	Fund Code*
Additional Days School Year	\$0	429
AP Computer Science Principles	\$12,000	429
Blending Learning Grant	\$238,400	429
Early College High School	\$0	429
Instructional Leadership	\$0	211
Pathways in Technology Early College High School	\$0	429
School Action Fund	\$0	211
Strong Foundations Implementation	\$621,000	429
Strong Foundations Implementation School Improvement PLC Supports	\$75,000	211
Strong Foundations Planning	\$0	429
Technology Lending Grant	\$160,000	429

* Several Grant Programs have the same fund code. The LEA should expect to set up internal local option codes to differentiate budgets.

TORNILLO ISD-71908

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School Action Fund	\$0	211
Strong Foundations Implementation	\$621,000	429
Strong Foundations Implementation School Improvement PLC Supports	\$75,000	211
Strong Foundations Planning	\$0	429
Technology Lending Grant	\$160,000	429

* Several Grant Programs have the same fund code. The LEA should expect to set up internal local option codes to differentiate budgets.

LASO Cycle 3

Advanced Placement Computer Science Principles (APCSP)

\$12,000

Grant Manager: Raymond Bonilla

Students are introduced to foundational concepts of computer science and challenged to explore how computing and technology can impact the world.

- Support for increasing CCMR outcomes for our high school students
- Support for our computer science program of study
- Support for purchasing equipment and supplies for the APCSP course
- Support for providing a FREE AP exam for students enrolled in the APCSP course
- Support for planning professional development opportunities for the APCSP teacher

LASO Cycle 3

Technology Lending Grant (TLG)

\$160,000

Grant Manager: Raymond Bonilla

The Technology Lending Grant program award grant will help us provide our students with the equipment necessary to access and use digital instructional materials at school and at home. The equipment purchased through this grant for a local technology lending program becomes the property of Tornillo ISD.

- Support the implementation of high-quality tier-1 and supplemental instructional materials
- Purchase, maintenance, and insure technology equipment

LASO Cycle 3

Blended Learning Grant

\$238,400

- Grant Manager: Loretta Aguilar
- Continued implementation of Blended Learning
- Personnel Salary - Current Staff Continuation
- Purchase of Technology updates
- Professional Development Support
- Increased Educational Equity - Differentiation
- Provide Significant Savings to the District's General Fund

LASO Cycle 3

Strong Foundations Implementation of HQIM Materials

\$621,000

- Grant Manager: Karina Schulte
- Purchase of HQIM Reading & Math Instructional Materials for students and teachers
- Coaching support for Coaches and teachers for full implementation
- High Quality Professional Learning for teachers, Instructional Coaches, school and district admin

Strong Foundations Implementation School Improvement PLC Supports

\$75,000

- Grant Manager: Karina Schulte
- PLC Implementation and Coaching for lesson internalization, student data analysis, lesson planning, rehearsal, and delivery
- Coaching Cycle Support

Tornillo ISD Journey with HQIM

TEA Pilot

SY 20-21

Piloted Amplify and Eureka Math through Summer Program.

CRIMSI

SY 21-22

Implemented Amplify & Eureka through CRIMSI (COVID Recovery Instructional Materials Support Initiative)

Product implementation support provided by admin & Coaches.

Gathered teacher input & feedback. Teachers voted for implementation of Amplify 3-5 and Eureka K-2nd for 2022-2023.

LASO I Grant

SY 22-23

TCLAS Decision 2 Implemented Amplify 3-5 and Eureka K-2nd

Gathered BOY, MOY, and EOY student data

Full time employee hired to oversee grant compliance and fidelity of product use

Gathered teacher feedback through surveys to target on their needs.

Along with service providers, provided Teacher Product Implementation Support

LASO II Grant

SY 23-24

TCLAS Decision 2 Implementation in grades K-5 for Amplify and Eureka with a focus on full implementation

Gathered BOY, MOY, and EOY student data

Focus to adjust pacing, units, and lessons based

Gathered teacher feedback each semester

Implemented Amplify Reading & Carnegie Math 6th-8th grade, w/ special permission from TEA to use TCLAS K-5 funding

Worked with implementation & coaching partners (ANET, R19)

LASO III

SY 24-25

Strong Foundations Full implementation with a focus on lesson internalization grades K-5 for Amplify and Eureka

Continue with Amplify & Carnegie Implementation in grades 6-8

Gathered BOY, MOY, and EOY student data

Continued implementation of Amplify 6-8 with support from ESC 19 with focus on adjusting pacing, units, and lessons.

Gathered teacher feedback each semester.

Next Steps

December-January 2025

- Admin & Coaches attended TEA workshop on the Amplify transition into Bluebonnet Materials
- Teacher Input and Feedback & CIT Approval: Dec. 16
- DAB Approval: Jan. 7

February 2025

- 90-minute PLC session to facilitate the “keep or substitute” process for lessons included in the Texas Bluebonnet curriculum.
- Parent Input Mtgs on HQIM Bluebonnet- Feb. 13, 18, 20
- Parent Focus Mtgs have been scheduled based on initial parent meeting attendance

March 2025

- Adopt 2025-2026 goals for LASO Cycle 3 implementation

Evolution of TEA's Instructional Materials

COVID Emergency Release Versions (CER)

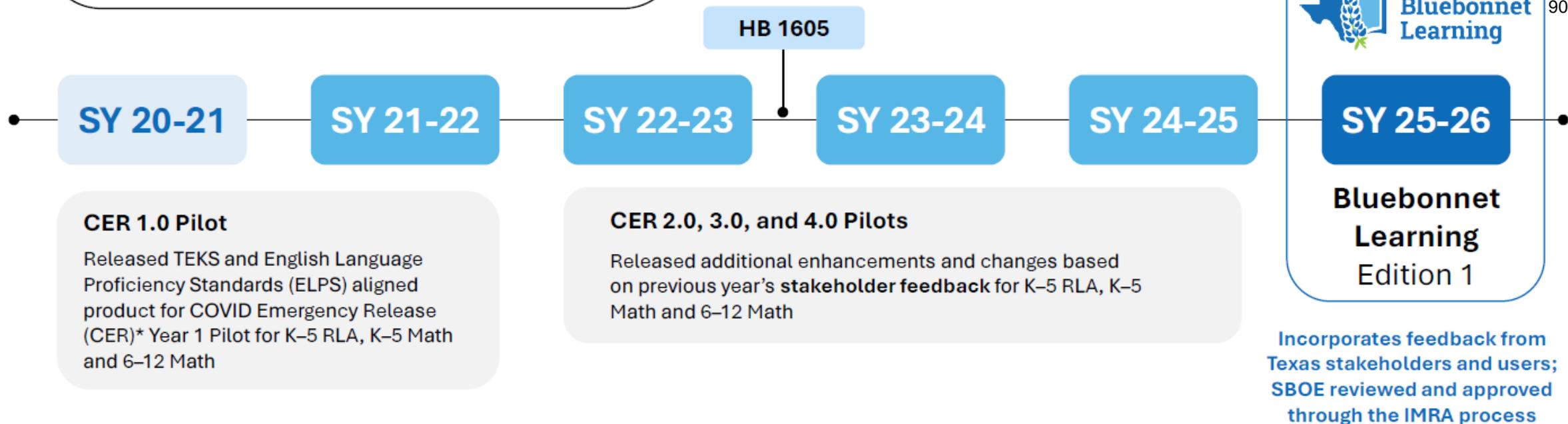
K-5 ELAR Knowledge
K-5 SLAR Knowledge
K-2 Skills English and Spanish



K-5 Mathematics
K-5 Matemáticas (Spanish)



6-8 Mathematics
Algebra I



Incorporates feedback from Texas stakeholders and users; SBOE reviewed and approved through the IMRA process

*Originally published as part of Texas Home Learning (THL)

Knowledge Map with Levels of Revision

Bluebonnet Learning Edition 1 K–5 RLA

	Minimal revisions to unit
	One or more text changes within unit
	New unit for Edition 1



	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	
1	Nursery Rhymes & Fables	Sharing Stories	Fairy Tales and Tall Tales	<i>The Wind in the Willows</i>	Personal Narratives	Personal Narratives	1
2	The Five Senses	The Human Body	The Ancient Greek Civilization	Animal Classification	Eureka!	The Renaissance	2
3	Fairy Tales and Folktales	Early American Civilization	Stories of the Ancient Greeks	The Human Body	<i>Letters from Heaven</i>	Early American Civilizations	3
4	Plants	Astronomy	The War of 1812	Ancient Rome	The Middle Ages	<i>Don Quixote</i>	4
5	Farms	This Planet Rocks	Cycles of Nature	Exploring Sight and Sound	American Revolution	Poetry	91 5
6	Colonial & Native Americans	Animals and Habitats	Insects	Astronomy	<i>Treasure Island</i>	<i>Midsummer Nights Dream</i>	6
7	Serving Our Neighbors	Fairy Tales	The US Civil War	Native American Cultures	Poetry	World War II	7
8	Kings and Queens	American Independence	The Human Body	Early Explorations of N America	Geology	Chemical Matter	8
9	Seasons and Weather	Frontier Explorers	Land of Opportunity	Colonial America	Energy	Juneteenth and Beyond	9
10	America: Our Great Country	Adventure Stories	Fighting for a Cause	All That Jazz	Novel: <i>Number the Stars</i>	Novel: <i>Lion, Witch, and Wardrobe</i>	10
11	Exploring Art	N/A	Flight Story of Aviation	N/A	N/A	N/A	11

Knowledge Map with Subject Area Focus

Bluebonnet Learning Edition 1 K–5 RLA

Unit Story Breakdown by Grade



- Literary
- Science
- Social Studies

	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	
1	Nursery Rhymes & Fables	Sharing Stories	Fairy Tales and Tall Tales	<i>The Wind in the Willows</i>	Personal Narratives	Personal Narratives	1
2	The Five Senses	The Human Body	The Ancient Greek Civilization	Animal Classification	Eureka!	The Renaissance	2
3	Fairy Tales and Folktales	Early American Civilization	Stories of the Ancient Greeks	The Human Body	<i>Letters from Heaven</i>	Early American Civilizations	3
4	Plants	Astronomy	The War of 1812	Ancient Rome	The Middle Ages	<i>Don Quixote</i>	4
5	Farms	This Planet Rocks	Cycles of Nature	Exploring Sight and Sound	American Revolution	Poetry	5 92
6	Colonial & Native Americans	Animals and Habitats	Insects	Astronomy	<i>Treasure Island</i>	<i>Midsummer Nights Dream</i>	6
7	Serving Our Neighbors	Fairy Tales	The US Civil War	Native American Cultures	Poetry	World War II	7
8	Kings and Queens	American Independence	The Human Body	Early Explorations of N America	Geology	Chemical Matter	8
9	Seasons and Weather	Frontier Explorers	Land of Opportunity	Colonial America	Energy	Juneteenth and Beyond	9
10	America: Our Great Country	Adventure Stories	Fighting for a Cause	All That Jazz	Novel: <i>Number the Stars</i>	Novel: <i>Lion, Witch, and Wardrobe</i>	10
11	Exploring Art	N/A	Flight Story of Aviation	N/A	N/A	N/A	11





MINUTES OF REGULAR BOARD MEETING

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

Wednesday, January 22, 2025

1. (OTHER) First Order of Business

5:30PM –

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

5:31PM

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
Ines Delgado
Maria Saldaña
Enrique Vega

MEMBERS ABSENT:

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, read the district vision and mission.

2. (OTHER) Superintendent's Report

5:31PM –

5:35PM

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

No Action Necessary.

3. (OTHER) District Recognitions

5:35PM –

5:40PM

- A. School Board Recognition Month

TISD students presented the Board of Trustees with the governor's proclamation for School Board Recognition Month.

No Action Necessary.

5:40PM –

5:43PM

- B. National School Counselor Week

TISD students read the proclamation for National School Counselor Week.

No Action Necessary.

5:43PM –

5:46PM

- C. Introduction of New Staff

Ms. Lizeth Carroll, HR / Compliance Director, presented new TISD staff to the Board of Trustees.

No Action Necessary.

5:46PM –

5:48PM

4. (OTHER) Open Forum – None

Marlene Bullard made the motion and Ofelia Bosquez seconded the motion to move item 8.

*(VISION Y) Board Items up on the agenda.
Motion Passed Unanimously.*

5. Lone Star Governance

6:31PM -
6:35PM

A. Student Outcome Monitoring

1. Goal 1 – GPM 1.3 & Goal 2 – GPM 2.3

Mr. Alejandro Olvera, THS Principal, presented the Board of Trustees with the Goal 1 – GPM 1.3 & Goal 2 – GPM 2.3 update.

No Action Necessary.

6:35PM –
6:39PM

2. 3rd – 8th Grade STAAR Interim Data

Mrs. Myrna Lopez, PK- 8 Principal, presented the Board of Trustees with the 3rd- 8th Grade STAAR Interim Data.

No Action Necessary.

6:39PM –
6:43PM

B. 2024-2025 Migrant Education Program (MEP) Fall Semester

Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the 2024-2025 Migrant Education Program (MEP) Fall Semester.

No Action Necessary.

6:43PM –
7:08PM

C. Tornillo PK-8 Climate Survey – Fall 2024

Mrs. Maria Morales, PK-8 Assistant Principal, and Mrs. Alicia Alvarado, PK-8 Counselor, presented the Board of Trustees with the Tornillo PK-8 Climate Survey – Fall 2024 results.

No Action Necessary.

7:08PM –
7:14PM

D. Tornillo PK-8 Attendance Report

Mrs. Dania Sotelo, PK-8 Assistant Principal, presented the Board of Trustees with the Tornillo PK-8 Attendance Report.

No Action Necessary.

7:14PM –
7:26PM

E. Tornillo High School Climate Survey – Fall 2024

Mr. Alejandro Olvera, THS Principal, presented the Board of Trustees with the results of the Tornillo High School Climate Survey - Fall 2024.

No Action Necessary.

7:26PM –
7:31PM

F. Tornillo High School Attendance Report – Fall 2024

Mr. Alejandro Olvera, THS Principal, presented the Board of Trustees with the Tornillo High School Attendance Report.

No Action Necessary.

7:31PM –
7:37PM

G. TAPR Report – Public Hearing: Statue, TEC 39.306.

Mr. Luis Garcia, District Data Fellow, presented the Board of Trustees with the TAPR Report – Public Hearing.

No Action Necessary.

7:37PM –
7:39PM

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

Ms. Marlene Bullard, Board President, facilitated the review of the board's time use trackers.

No Action Necessary.

7:39PM – 6. (ADVOCACY) Community Engagement on Student Outcome Goals – None
7:40PM

7. (VISION Y) Information / Reports / Presentations

A. Financial Reports – Information Only

7:40PM – Mr. Luis M. Guerra, Finance Director, presented the Board of Trustees with the Financial
7:42PM Reports for December 2024.

No Action Necessary.

B. Quarterly Investment Report - Quarter Ending December 31, 2024

7:42PM – Mr. Luis M. Guerra, Director of Finance, presented the Board of Trustees with the
7:43PM Quarterly Investment Report – Quarter Ending December 31, 2024.

No Action Necessary.

C. Mid-Year Human Resources Department Update

7:43PM – Ms. Lizeth Carroll, HR / Compliance Director, presented the Board of Trustees with the
7:47PM Mid-Year Human Resources Department Update.

No Action Necessary.

D. PowerSchool Cybersecurity Incident

7:47PM – Mr. Carlos Garcia, Technology Director, presented the Board of Trustees with the
8:01PM PowerSchool Cybersecurity Incident.

No Action Necessary.

E. Discussion and Update Regarding TASB from Region 19 Director, M. Bullard

8:01PM – Ms. Marlene Bullard, Board President, presented the Board of Trustees with a TASB
8:02PM Update.

No Action Necessary.

8. (STRUCTURE) Board Items

A. Discussion and Possible Action Regarding Fiscal 2023-2024 Audit (Annual Financial and Compliance Reports for Year Ended August 31, 2024)

5:48PM – Ms. Shelly J. Ruddock, Gibson, Ruddock & Patterson LLC CPA, presented the Board of
6:05PM Trustees with the Fiscal 2023-2024 Audit (Annual Financial and Compliance Reports for Year Ended August 31, 2024).

Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the Fiscal 2023-2024 Audit (Annual Financial and Compliance Reports for Year Ended August 31, 2024), as presented.

Motion Passed Unanimously.

B. Consider Approval of E-Rate RFP Bid Award

6:05PM – Mr. Carlos Garcia, Technology Director, presented the Board of Trustees with the E-Rate
6:17PM RFP Bid Award.

Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the E-

*Rate RFP Bid Award, as presented.
Motion Passed Unanimously.*

*Marlene Bullard made the motion and Ofelia Bosquez seconded the motion to move item 8.D.1. before item 8.C. on the agenda.
Motion Passed Unanimously.*

6:23PM –
6:31PM

- C. Consider Approval of Adult Education Literacy Grant Agreement with Socorro ISD
Mrs. Loretta Aguilar, Instructional Specialist – Technology, presented the Board of Trustees with the Adult Education Literacy Grant Agreement with Socorro ISD.
*Ofelia Bosquez made the motion and Maria Saldaña seconded the motion to approve the Adult Education Literacy Grant Agreement with Socorro ISD, as s presented.
Motion Passed Unanimously.*

6:17PM –
6:23PM

- D. Purchases > \$25,000 threshold - Authorization
1.Consider Approval of E-Rate Category 2 Internal Connections
Mr. Carlos Garcia, Technology Director, presented the Board of Trustees with the E-Rate Category 2 Internal Connections.
*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve the E-Rate Category 2 Internal Connections, as presented.
Motion Passed Unanimously.*

9. (STRUCTURE) Consent Agenda

8:02PM –
8:04PM

- A. Consider Approval of Minutes from Previous Meetings:
1. Regular Board Meeting Minutes - November 20, 2024
2. Special Board Meeting Minutes - December 3, 2024
B. Consider Approval of Donations
C. Consider Approval of Disposal - Technology Equipment and Other
D. Consider Approval of 2025-2026 Budget Timeline
E. Consider Approval of School Board Member / Superintendent Continuing Education Services Agreement with ESC Region 19 2024-2025
*Ofelia Bosquez made the motion and Ida Estrada seconded the motion to approve ALL items on the consent agenda, as presented.
Motion Passed with a 5:0 vote; Ines Delgado was not present to vote.*

10. Next Meeting Tentative Date: February 26, 2025

8:04PM

There being no further business, Ofelia Bosquez made the motion and Enrique Vega seconded the motion to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 8:04 PM.

Marlene Bullard _____ Date
President, Board of Trustees

Ofelia Bosquez _____ Date
Secretary, Board of Trustees

MEMORANDUM

To: Members of the Board of Trustees
From: Luis M Guerra, Director of Finance
Subject: Budget Amendment - Administration
Date: February 26, 2025

Budget Amendment Request

- 1. Requesting a budget amendment to allocate to function 35- Child Nutrition from the recently awarded Equipment Grant.

Increase

101.00.5939.00.000.00.0.00	\$12,000
101.35.6639.00.901.99.0.00	\$12,000

Board President: _____ Date: _____

Board Secretary: _____ Date: _____

(LOCAL) Policies Packet

For your convenience, this file contains *only* the local policies from your school district's TASB update packet.

What is in this packet?

- Instruction sheet for recommended (LOCAL) policies
- Explanatory Notes for recommended (LOCAL) policies
- Clean copies of recommended (LOCAL) policies
- Annotated (redlined) copies of recommended (LOCAL) policy changes

This is not the full update packet.

To retrieve your district's full update packet, log in to Policy Online® and visit My Policy Manual > Local Manual Updates > Numbered Updates.

What is in the full update packet?

The full update packet contains:

- A summary of the overall policy update
- (LEGAL) policies and (EXHIBIT) documents that describe the statutory framework in which your local policies must operate
- Instructions and Explanatory Notes for every policy change, not just the (LOCAL) policies
- Guidance on how to:
 - Present recommended policy changes to the board
 - Keep minutes
 - Notify TASB of board action
 - Maintain your historical record
 - Update your administrative regulations

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

Instruction Sheet
TASB Localized Policy Manual Update 124

Tornillo ISD

Code	Type	Action To Be Taken	Note
CAA	(LOCAL)	Replace policy	Revised policy
CDA	(LOCAL)	Replace policy	Revised policy
CY	(LOCAL)	Replace policy	Revised policy
DH	(LOCAL)	Replace policy	Revised policy
EHB	(LOCAL)	Replace policy	Revised policy
EHBB	(LOCAL)	Replace policy	Revised policy
FFG	(LOCAL)	Replace policy	Revised policy
GKA	(LOCAL)	Replace policy	Revised policy

Explanatory Notes

TASB Localized Policy Manual Update 124

Tornillo ISD

CAA(LOCAL) FISCAL MANAGEMENT GOALS AND OBJECTIVES: FINANCIAL ETHICS

Recommended revisions to this local policy at Federal Awards Disclosure are to align text with updated rules regarding federal grants found in the Code of Federal Regulations. This guidance became effective October 1, 2024, and is reflected in CBB(LEGAL). The phrase "or designee" is recommended for deletion throughout the policy, except in places where the designation of another individual could be in place of the superintendent or board president and not just the superintendent as is the case in most other policies.

The Legal Issues in Update 124 memo, available with your Update 124 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

CDA(LOCAL) OTHER REVENUES: INVESTMENTS

The section on Sellers of Investments is recommended for revision to specify that representatives with distributors of investment pools must be registered with the Texas State Securities Board, have membership in the Securities Investor Protection Corporation, and be in good standing with the Financial Industry Regulatory Authority. Distributors of investment pools must also be registered in good standing with the Municipal Securities Rulemaking Board.

The Legal Issues in Update 124 memo, available with your Update 124 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

CY(LOCAL) INTELLECTUAL PROPERTY

Revisions are recommended throughout this local policy to clarify the circumstances under which the district's intellectual property may be used and where ownership of intellectual property lies when material is created by a district employee. Other recommended revisions clarify how district employees may use other copyrighted material, including copyrighted material used for performances and displays in instruction.

DH(LOCAL) EMPLOYEE STANDARDS OF CONDUCT

At Weapons Prohibited, new text is recommended since our records indicate the district has authorized specific employees to possess a firearm as part of the district's safety and security plan.

The provisions addressing tobacco and e-cigarettes are recommended for revision to include nicotine products regardless of whether the product contains tobacco. This language aligns with the language included in the Model Employee Handbook.

The Legal Issues in Update 124 memo, available with your Update 124 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

EHB(LOCAL) CURRICULUM DESIGN: SPECIAL PROGRAMS

Recommended revisions to this local policy on Special Programs reflect updated Administrative Code rules addressing dyslexia and related disorders, specifically inclusion of references to the *Dyslexia Handbook* and admission, review, and dismissal (ARD) committee decisions.

EHBB(LOCAL) SPECIAL PROGRAMS: GIFTED AND TALENTED STUDENTS

Changes to the Texas State Plan for the Education of Gifted/Talented Students, approved by the State Board of Education in September 2024, prompted updates in terminology throughout this local policy.

Explanatory Notes

TASB Localized Policy Manual Update 124

Tornillo ISD

Recommended revisions at Funding are to align the text with requirements in the Education Code and in Administrative Code rules.

FFG(LOCAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT

Under Reporting Child Abuse and Neglect, a new subsection on Oral Reports is recommended to comply with revisions to the Family Code and Administrative Code. Recommended revisions at Making a Report are to clarify new requirements in the Education Code stating that reporting individuals must provide their name and contact information when making a report. The policy still states that the identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law.

GKA(LOCAL) COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES

Recommended language prohibiting electronic vaporizing devices has been added to the Tobacco and E-Cigarettes section of this local policy.

The Legal Issues in Update 124 memo, available with your Update 124 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

For the purpose of this policy, stakeholders shall include all Board members, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who maintain a business relationship with the District.

Stakeholders shall be required to act with integrity and diligence in duties involving the District's fiscal and other resources. Stakeholders shall be expected to carry out their responsibilities in compliance with all applicable federal, state, and local guidelines.

It shall be the stakeholders' responsibility to protect District assets and be alert to the potential risk of theft of property, services, and anything of value, as well as fraud, misappropriation, or financial impropriety. Stakeholders have an obligation to report fraud or financial impropriety when they are aware or suspect that it is occurring.

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members — BBF
 - for employees — DH
 - Financial conflicts of interest:
 - for public officials — BBFA
 - for all employees — DBD
 - for vendors — CHE
 - Compliance with state and federal grant and award requirements: CB, CBB
 - Financial conflicts and gifts and gratuities regarding federal funds: CB, CBB
 - Systems for monitoring the District's investment program: CDA
 - Budget planning and evaluation: CE
 - Compliance with accounting regulations: CFC
-

-
- Activity fund management: CFD
 - Criminal history record information for employees: DBAA, DC
 - Disciplinary action for fraud by employees: DCD, DCE, and DF series
-

Fraud and Financial Impropriety

Fraud and financial impropriety, in the actions of stakeholders, violates federal and state laws and Board policies, and shall be considered unacceptable. Stakeholders shall be expected and directed to refrain from engaging in any action that constitutes fraud or financial impropriety, as defined below.

Definition

“Fraud” shall be defined as a misrepresentation or concealment with reference to some fact material to a transaction that is made with knowledge of its falsity or in reckless disregard of its truth or falsity and with the intent to deceive another and that is reasonably relied on by the other who is injured thereby.

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, if prohibited by law or Board policy. [See BBFA, CB, CBB, and DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by federal, state or local entities.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances or other business of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

Financial Controls and Oversight

Each employee who supervises or prepares District financial reports, transactions, or other reports shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The Superintendent shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District. This shall include periodic ethics and fraud awareness training for all employees, established procedures for reporting fraud, and a periodic assessment specifically designed to evaluate the risk of fraud in the District.

Ethics and Fraud Awareness Training

Ethics and fraud awareness training shall be provided to all employees in odd-numbered years. The training shall include the fraud policy, how fraud occurs, fraud awareness, and what can be done to minimize fraud risk.

Reports

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to a person with authority to investigate the suspicions, including any supervisor, the Superintendent, the Board President, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.

Reports of fraud or financial impropriety must be made in good faith. An employee who knowingly makes a false allegation of fraud or financial impropriety shall be subject to administrative action.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

<i>Protection from Retaliation</i>	Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]
Fraud Investigations	<p>In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Superintendent shall promptly investigate reports of potential fraud or financial impropriety.</p> <p>If a report is made of potential fraud or financial impropriety involving the Superintendent, the Board President or its designee shall lead the investigation and coordinate with legal counsel and other internal or external departments or agencies, as appropriate.</p> <p>An individual or department assigned the responsibility of investigating fraud or financial impropriety shall be granted free and unrestricted access to all District records, premises, and personnel.</p> <p>Information regarding the status or outcome of an investigation shall be disbursed on a need-to-know basis, unless authorized by the Superintendent.</p>
Response	<p>If an investigation substantiates a report of fraud or financial impropriety, the Superintendent shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration.</p> <p>If an employee is found to have committed fraud or financial impropriety, the Superintendent shall take or recommend appropriate disciplinary action, which may include termination of employment. An employee who hinders or obstructs the reporting of fraud or fraud inquiry, or who failed to report suspected or known fraudulent activities, may be subject to disciplinary action, which may include termination of employment. An employee terminated under this policy shall not be eligible for reemployment by the District.</p> <p>If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor. The District may discontinue any future business with vendors whose relationship has been terminated under this policy.</p> <p>When circumstances warrant, the Board, Superintendent, or a designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds.</p> <p>The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement</p>

or regulatory agency for independent investigation shall be made in consultation with legal counsel.

Federal Awards
Disclosure

In connection with federal awards, the District shall promptly disclose in writing whenever the District has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in federal law, including the Civil False Claims Act. This provision applies to any activities or subawards of a federal award. [See CBB]

Analysis of Fraud

After any investigation substantiates a report of fraud or financial impropriety, the Superintendent shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

Communication of Policy

This policy shall be distributed to all employees through ethics and fraud awareness training, new employee orientation, and the employee handbook. The policy shall be made available to all other stakeholders through the District's website.

Investment Authority

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

**Approved
Investment
Instruments**

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

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

Safety

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No indi-

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

vidual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment
Management**

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

**Liquidity and
Maturity**

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

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

Diversity

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

**Monitoring Market
Prices**

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

**Monitoring Rating
Changes**

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

Funds/Strategies

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

Operating Funds

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Custodial Funds

Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Debt Service Funds

Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

Capital Project Funds

Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

Safekeeping and Custody

The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.

Sellers of Investments

Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]

Representatives of brokers/dealers and representatives with distributors of investment pools shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA). Distributors of investment pools shall also be a registrant in good standing with the Municipal Securities Rulemaking Board (MSRB).

Soliciting Bids for CDs

In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

Interest Rate Risk

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.

The District shall monitor interest rate risk using weighted average maturity and specific identification.

Internal Controls

A system of internal controls shall be established and documented in writing and must include specific procedures designating who

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

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

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

Annual Review

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

Annual Audit

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

INTELLECTUAL PROPERTY

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(LOCAL)

Intellectual Property	All copyrights, trademarks, and other intellectual property rights belonging to the District shall remain with the District at all times. Except as provided by law, policy, or written authorization from the Superintendent, the use of District intellectual property shall be limited to District-related purposes.
Students	A student shall retain all rights to their own work created as part of instruction or using District technology resources.
Employees <i>District Ownership</i>	As an agent of the District, an employee, including a student employee, shall not have rights to work created on District time or using District technology resources. The District shall own any work or work product created by a District employee in the course and scope of District employment, including the right to obtain patents or copyrights.
<i>Employee Ownership</i>	A District employee shall own any work or work product produced on personal time and with personal equipment and materials, including the right to obtain patents or copyrights.
<i>Exception</i>	The Superintendent shall have the authority to permit use of District materials and equipment in developing the employee's own projects, provided the employee agrees in writing to grant to the District a nonexclusive, nontransferable, perpetual, royalty-free, District-wide license to use the work, or permits the District to be listed as co-author or co-inventor if the District contribution to the work is substantial. District materials do not include student work, all rights to which are retained by the student.
Independent Contractors	The District may hire an independent contractor for specially commissioned works under a written works-made-for-hire agreement that provides that the District shall own the work product created under the agreement, as permitted by copyright law. Independent contractors shall comply with copyright law in all works commissioned.
Return of Intellectual Property	Upon the termination of any person's association with the District, all permission to possess, receive, or modify the District's intellectual property shall also immediately terminate. All such persons shall return to the District all intellectual property, including but not limited to any copies, no matter how kept or stored, and whether directly or indirectly possessed by such person.
Copyright	Unless the proposed use of a copyrighted work is an exception under the "fair use" guidelines maintained by the Superintendent, the District shall require an employee or student to obtain a license or permission from the copyright holder before copying, modifying, displaying, performing, distributing, or otherwise employing the copyright holder's work for instructional, curricular, or extracurricular purposes.

lar purposes. This policy does not apply to any work sufficiently documented to be in the public domain.

Technology Use

Use of District technology in violation of any law, including copyright law, is prohibited. Only appropriately licensed images, applications, programs, or other software may be used with District technology resources. The District's technology resources shall not be used to post, publicize, or duplicate information in violation of copyright law. The Superintendent shall employ all reasonable measures to prevent the use of District technology resources in violation of the law. Any person using District technology resources in violation of law shall lose user privileges in addition to other sanctions. [See BBI and CQ]

Performances and Displays

The display and performance of copyrighted material, including motion pictures, dramatic works, musical performances, or other audio and visual works, may only occur as part of instructional activities and in accordance with the following:

- As a regular part of teaching and directly related to the curriculum;
- During face-to-face teaching activities;
- When viewed in a classroom or designated place of instruction; and
- With a lawfully made copy or through authorized access.

Designated Agent

The District shall designate an agent to receive notification of alleged online copyright infringement and shall notify the U.S. Copyright Office of the designated agent's identity. The District shall include on its website information on how to contact the District's designated agent and a copy of the District's copyright policy. Upon notification, the District's designated agent shall take all actions necessary to remedy any violation. The District shall provide the designated agent appropriate training and resources necessary to protect the District.

If a content owner reasonably believes that the District's technology resources have been used to infringe upon a copyright, the owner may notify the designated agent.

Trademark

The District protects all District and campus trademarks, including names, logos, mascots, and symbols, from unauthorized use.

School-Related Use

The District grants permission to students, student organizations, parent organizations and other District-affiliated school-support or booster organizations to use, without charge, District and campus trademarks to promote a group of students, an activity or event, a

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campus, or the District, if the use is in furtherance of a school-related business or activity. The Superintendent shall determine what constitutes use in furtherance of a school-related business or activity and is authorized to revoke permission if the use is improper or does not conform to administrative regulations.

Public Use

Members of the public, outside organizations, vendors, commercial manufacturers, wholesalers, and retailers shall not use District trademarks without written authorization from the Superintendent. Any production of merchandise with District trademarks for sale or distribution must be pursuant to a trademark licensing agreement and may be subject to the payment of royalties.

Any individual, organization, or business that uses District or campus trademarks without appropriate authorization may be subject to legal action.

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
2. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

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shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

Safety Requirements Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

Harassment or Abuse An employee shall not engage in prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

Relationships with Students An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct. [See FFF]

Tobacco and Nicotine Products and E-Cigarettes An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

Alcohol and Drugs / Notice of Drug-Free Workplace As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances

EMPLOYEE STANDARDS OF CONDUCT

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during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

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

EMPLOYEE STANDARDS OF CONDUCT

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1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

Dress and Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

Dyslexia and Related Disorders

The District shall comply with all applicable state rules regarding students with dyslexia and related disorders, including the “Dyslexia Handbook” and the provision of dyslexia instruction for students with dyslexia or a related disorder as determined by the student’s admission, review, and dismissal committee.

In accordance with administrative procedures, the District shall provide regular training opportunities for teachers of students with dyslexia that include new research and practices for educating students with dyslexia.

Referral	Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.
Screening and Identification Process	<p>The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year.</p> <p>The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the identification procedures and services for the program prior to beginning the screening and identification process.</p>
Parental Consent	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Identification Criteria	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
Assessments	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
Selection	A placement committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students, as required by law.
Notification	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment	If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.
Transfer Students	<p>When a student identified as gifted by a previous school district enrolls in the District, the placement committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.</p> <p>[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]</p>
Furloughs	<p>The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.</p> <p>In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.</p>
Exit Provisions	The District shall monitor student performance in response to gifted and talented program services. If at any time the placement committee or a parent determines the program is not meeting the student's educational needs, the committee shall meet with the parent and student before finalizing an exit decision.
Appeals	A parent, student, or educator may appeal any final decision of the placement committee regarding services in the gifted and talented program. Appeals shall be made first to the placement committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.
Program Evaluation	The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, school counselors, students in the gifted and talented program, and the community.

SPECIAL PROGRAMS
GIFTED AND TALENTED STUDENTS

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Funding

The Superintendent shall develop administrative procedures to ensure that 100 percent of the state funds allocated for the gifted and talented program are spent providing for and enhancing the District's program and that a method accounting for expenditures related to the gifted and talented program is established and aligns with the Texas Education Agency's financial compliance guidance.

Community Awareness

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

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

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

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

Training

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

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

**Reporting Child
Abuse and Neglect**

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

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

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

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

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

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

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

Restrictions on Reporting

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

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

Making a Report

Reports may be made to any of the following:

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

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

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

Confidentiality

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

Immunity

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

Failing to Report Suspected Child Abuse or Neglect

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

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

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

Responsibilities Regarding Investigations

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

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

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

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

Access to District Property

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

Ejection or Exclusion under Education Code 37.105

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

Off-Campus Activities

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

Prohibitions

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products, e-cigarettes, or other electronic vaporizing devices on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

Exceptions

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]



(LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes **moved text**.
- Revision bars appear in the right margin to show sections with changes.

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

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

Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email policy.service@tasb.org.

Community Colleges, call 800-580-1488 or email colleges@tasb.org.

For the purpose of this policy, stakeholders shall include all Board members, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who maintain a business relationship with the District.

Stakeholders shall be required to act with integrity and diligence in duties involving the District's fiscal and other resources. Stakeholders shall be expected to carry out their responsibilities in compliance with all applicable federal, state, and local guidelines.

It shall be the stakeholders' responsibility to protect District assets and be alert to the potential risk of theft of property, services, and anything of value, as well as fraud, misappropriation, or financial impropriety. Stakeholders have an obligation to report fraud or financial impropriety when they are aware or suspect that it is occurring.

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members— — BBF
 - for employees— — DH
- Financial conflicts of interest:
 - for public officials— — BBFA
 - for all employees— — DBD
 - for vendors— — CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts and gifts and gratuities regarding federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC

-
- Activity fund management: CFD
 - Criminal history record information for employees: DBAA, DC
 - Disciplinary action for fraud by employees: DCD, DCE, and DF series
-

Fraud and Financial Impropriety

Fraud and financial impropriety, in the actions of stakeholders, violates federal and state laws and Board policies, and shall be considered unacceptable. Stakeholders shall be expected and directed to refrain from engaging in any action that constitutes fraud or financial impropriety, as defined below.

Definition

“Fraud” shall be defined as a misrepresentation or concealment with reference to some fact material to a transaction that is made with knowledge of its falsity or in reckless disregard of its truth or falsity and with the intent to deceive another and that is reasonably relied on by the other who is injured thereby.

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, if prohibited by law or Board policy. [See BBFA, CB, CBB, and DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

10. Failure to provide financial records required by federal, state or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances or other business of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

Financial Controls and Oversight

Each employee who supervises or prepares District financial reports, transactions, or other reports shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The Superintendent ~~or designee~~ shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District. This shall include periodic ethics and fraud awareness training for all employees, established procedures for reporting fraud, and a periodic assessment specifically designed to evaluate the risk of fraud in the District.

Ethics and Fraud Awareness Training

Ethics and fraud awareness training shall be provided to all employees in odd-numbered years. The training shall include the fraud policy, how fraud occurs, fraud awareness, and what can be done to minimize fraud risk.

Reports

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to a person with authority to investigate the suspicions, including any supervisor, the Superintendent ~~or designee~~, the Board President, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.

Reports of fraud or financial impropriety must be made in good faith. An employee who knowingly makes a false allegation of fraud or financial impropriety shall be subject to administrative action.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

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	<p>law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.</p>
<p><i>Protection from Retaliation</i></p>	<p>Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]</p>
<p>Fraud Investigations</p>	<p>In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Superintendent or designee shall promptly investigate reports of potential fraud or financial impropriety.</p> <p>If a report is made of potential fraud or financial impropriety involving the Superintendent, the Board President or its designee shall lead the investigation and coordinate with legal counsel and other internal or external departments or agencies, as appropriate.</p> <p>An individual or department assigned the responsibility of investigating fraud or financial impropriety shall be granted free and unrestricted access to all District records, premises, and personnel.</p> <p>Information regarding the status or outcome of an investigation shall be disbursed on a need-to-know basis, unless authorized by the Superintendent.</p>
<p>Response</p>	<p>If an investigation substantiates a report of fraud or financial impropriety, the Superintendent or designee shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration.</p> <p>If an employee is found to have committed fraud or financial impropriety, the Superintendent or designee shall take or recommend appropriate disciplinary action, which may include termination of employment. An employee who hinders or obstructs the reporting of fraud or fraud inquiry, or who failed to report suspected or known fraudulent activities, may be subject to disciplinary action, which may include termination of employment. An employee terminated under this policy shall not be eligible for reemployment by the District.</p> <p>If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor. The District may discontinue any future business with vendors whose relationship has been terminated under this policy.</p>

When circumstances warrant, the Board, Superintendent, or a designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds.

The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.

Federal Awards
Disclosure

~~The~~ In connection with federal awards, the District shall promptly disclose, ~~in a timely manner~~ in writing ~~to the federal awarding agency or pass through entity, all violations~~ whenever the District has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations ~~potentially affecting~~ found in federal law, including the Civil False Claims Act. This provision applies to any activities or subawards of a federal ~~grant~~ award. [See CBB]

Analysis of Fraud

After any investigation substantiates a report of fraud or financial impropriety, the Superintendent ~~or designee~~ shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent ~~or designee~~ shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

Communication of Policy

This policy shall be distributed to all employees through ethics and fraud awareness training, new employee orientation, and the employee handbook. The policy shall be made available to all other stakeholders through the District's website.

Investment Authority

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

**Approved
Investment
Instruments**

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

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

Safety

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

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

Investment Management

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

Liquidity and Maturity

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

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

Diversity

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

Monitoring Market Prices

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

Monitoring Rating Changes

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

Funds/Strategies

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

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

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

Internal Controls

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

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

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

Annual Review

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

Annual Audit

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

Intellectual Property	All copyrights, trademarks, and other intellectual property rights be- longing to the District shall remain with the District at all times. Ex- cept as provided by law, policy, or written authorization from the Superintendent, the use of District intellectual property shall be lim- ited to District-related purposes.
Students	A student shall retain all rights to their own work created as part of instruction or using District technology resources.
Employees <i>District Ownership</i>	As an agent of the District, an employee, including a student em- ployee, shall not have rights to work he or she creates created on District time or using District technology resources. The District shall own any work or work product created by a District employee in the course and scope of his or her District employment, including the right to obtain patents or copyrights.
<i>Employee Ownership</i>	If the employee obtains a patent for such work, the employee shall grant a non-exclusive, non-transferable, perpetual, royalty-free, Districtwide license to the District for use of the patented work. A District employee shall own any work or work product produced on his or her own personal time, away from his or her job and with personal equipment and materials, including the right to obtain pa- tents or copyrights.
<i>Permission A District employee may apply to the</i> Exception	The Superintendent or designee shall have the authority to permit use of District materials and equipment in his or her creative devel- oping the employee's own projects, provided the employee agrees either in writing to grant to the District a non-exclusive, non-transfer- able nonexclusive, nontransferable , perpetual, royalty-free, District- wide license to use the work, or permits the District to be listed as co-author or co-inventor if the District contribution to the work is substantial. District materials do not include student work, all rights to which are retained by the student.
Works Made for Hire Independent Contractors	The District may hire an independent contractor for specially com- missioned work(s) works under a written works-made-for-hire agreement that provides that the District shall own the work prod- uct created under the agreement, as permitted by copyright law. In- dependent contractors shall comply with copyright law in all works commissioned.
Return of Intellectual Property	Upon the termination of any person's association with the District, all permission to possess, receive, or modify the District's intellec- tual property shall also immediately terminate. All such persons shall return to the District all intellectual property, including but not limited to any copies, no matter how kept or stored, and whether directly or indirectly possessed by such person.

Copyright

Unless the proposed use of a copyrighted work is an exception under the “fair use” guidelines maintained by the Superintendent ~~or designee~~, the District shall require an employee or student to obtain a license or permission from the copyright holder before copying, modifying, displaying, performing, distributing, or otherwise employing the copyright holder’s work for instructional, curricular, or extracurricular purposes. This policy does not apply to any work sufficiently documented to be in the public domain.

Technology Use

~~All persons are prohibited from using~~ Use of District technology in violation of any law, including copyright law, ~~is prohibited~~. Only appropriately licensed ~~images, applications, programs, or other software~~ may be used with District technology resources. ~~No person shall use the~~ The District’s technology resources shall not be used to post, publicize, or duplicate information in violation of copyright law. The ~~Board shall direct the Superintendent or designee to~~ shall employ all reasonable measures to prevent the use of District technology resources in violation of the law. ~~All persons~~ Any person using District technology resources in violation of law shall lose user privileges in addition to other sanctions. [See BBI and CQ]

~~Electronic Media~~

~~Unless a license or permission is obtained, electronic media in the classroom~~ Performances and Displays

The display and performance of copyrighted material, including motion pictures ~~and other audiovisual~~, dramatic works, ~~must be used in~~ musical performances, or other audio and visual works, may only occur as part of instructional activities and in accordance with the following:

- As a regular part of teaching and directly related to the ~~course of~~ curriculum;
- During face-to-face teaching activities ~~as defined by law~~;
- When viewed in a classroom or designated place of instruction; and
- With a lawfully made copy or through authorized access.

Designated Agent

The District shall designate an agent to receive notification of alleged online copyright infringement and shall notify the U.S. Copyright Office of the designated agent’s identity. The District shall include on its ~~Web site~~ website information on how to contact the District’s designated agent and a copy of the District’s copyright policy. Upon notification, the District’s designated agent shall take all actions necessary to remedy any violation. The District shall provide the designated agent appropriate training and resources necessary to protect the District.

If a content owner reasonably believes that the District’s technology resources have been used to infringe upon a copyright, the owner may notify the designated agent.

Trademark

The District protects all District and campus trademarks, including names, logos, mascots, and symbols, from unauthorized use.

School-Related Use

The District grants permission to students, student organizations, parent organizations and other District-affiliated school-support or booster organizations to use, without charge, District and campus trademarks to promote a group of students, an activity or event, a campus, or the District, if the use is in furtherance of a school-related business or activity. The Superintendent ~~or designee~~ shall determine what constitutes use in furtherance of a school-related business or activity and is authorized to revoke permission if the use is improper or does not conform to administrative regulations.

Public Use

Members of the ~~general~~ public, outside organizations, vendors, commercial manufacturers, wholesalers, and retailers shall not use District trademarks without ~~the written permission of~~ authorization from the Superintendent ~~or designee~~. Any production of merchandise with District trademarks for sale or distribution must be pursuant to a trademark licensing agreement and may be subject to the payment of royalties.

Any individual, organization, or business that uses District ~~or campus~~ trademarks without appropriate authorization ~~shall~~ may be subject to legal action.

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
- ~~1.2.~~ A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
- ~~2.3.~~ The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent ~~or designee~~.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use	All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.
Reporting Improper Communication	In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.
Disclosing Personal Information	An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

Safety Requirements Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

Harassment or Abuse An employee shall not engage in prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

Relationships with Students An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct. [See FFF]

Tobacco and Nicotine Products and E-Cigarettes ~~An employee shall not smoke or use tobacco products or e-cigarettes on District property, in District vehicles, or at school-related activities. [See also GKA]~~

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

Alcohol and Drugs / Notice of Drug-Free Workplace As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee’s job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee’s personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee’s child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for

any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

Dress and Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

Dyslexia and Related Disorders

The District shall comply with all applicable state rules and standards adopted by the State Board of Education and guidance published by the commissioner of education to implement the program to test regarding students with dyslexia and related disorders, including the “Dyslexia Handbook” and the provision of dyslexia instruction for students with dyslexia or a related disorder as determined by the student’s admission, review, and dismissal committee.

In accordance with administrative procedures, the District shall provide regular training opportunities for teachers of students with dyslexia that include new research and practices for educating students with dyslexia.

Referral	Students may be referred for the gifted and talented program at any time by teachers, school counselors, parents, or other interested persons.
Screening and Identification Process	<p>The District shall provide assessment opportunities to complete the screening and identification process for referred students at least once per school year.</p> <p>The District shall schedule a gifted and talented program awareness session for parents that provides an overview of the assessment identification procedures and services for the program prior to beginning the screening and identification process.</p>
Parental Consent	The District shall obtain written parental consent before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Identification Criteria	The Board-approved program for the gifted and talented shall establish criteria to identify gifted and talented students. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
Assessments	Data collected through both objective and subjective assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Assessment tools may include, but are not limited to, the following: achievement tests, intelligence tests, creativity tests, behavioral checklists completed by teachers and parents, student/parent conferences, and available student work products.
Selection	A selection placement committee shall evaluate each referred student according to the established criteria and shall identify those students for whom placement in the gifted and talented program is the most appropriate educational setting. The committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students, as required by law.
Notification	The District shall provide written notification to parents of students who qualify for services through the District's gifted and talented program. Participation in any program or services provided for gifted students shall be voluntary, and the District shall obtain written permission from the parents before placing a student in a gifted and talented program.

Reassessment	If the District reassesses students in the gifted and talented program, the reassessment shall be based on a student's performance in response to services and shall occur no more than once in elementary grades, once in middle school grades, and once in high school grades.
Transfer Students	<p>When a student identified as gifted by a previous school district enrolls in the District, the selectionplacement committee shall review the student's records and conduct assessment procedures when necessary to determine if placement in the District's program for gifted and talented students is appropriate.</p> <p>[See FDD(LEGAL) for information regarding transfer students and the Interstate Compact on Educational Opportunities for Military Children]</p>
Furloughs	<p>The District may place on a furlough any student who is unable to maintain satisfactory performance or whose educational needs are not being met within the structure of the gifted and talented program. A furlough may be initiated by the District, the parent, or the student.</p> <p>In accordance with the Board-approved program, a furlough shall be granted for specified reasons and for a specified period of time. At the end of a furlough, the student may reenter the gifted and talented program, be placed on another furlough, or be exited from the program.</p>
Exit Provisions	The District shall monitor student performance in response to gifted and talented program services. If at any time the selection placement committee or a parent determines it is in the best interest of the student to exit the program is not meeting the student's educational needs , the committee shall meet with the parent and student before finalizing an exit decision.
Appeals	A parent, student, or educator may appeal any final decision of the selection placement committee regarding selection for or exit from services in the gifted and talented program. Appeals shall be made first to the selection placement committee. Any subsequent appeals shall be made in accordance with FNG(LOCAL) beginning at Level Two.
Program Evaluation	The District shall annually evaluate the effectiveness of the District's gifted and talented program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, school counselors, students in the gifted and talented program, and the community.

Funding

The ~~District's~~ Superintendent shall develop administrative procedures to ensure that 100 percent of the state funds allocated for the gifted and talented program ~~shall address effective use of funds for programs and services consistent with the standards in the state plan~~ are spent providing for and enhancing the District's program and that a method accounting for expenditures related to the gifted and talented ~~students~~ program is established and aligns with the Texas Education Agency's financial compliance guidance.

Community Awareness

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.

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

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

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

Training

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

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

**Reporting Child
Abuse and Neglect**

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

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

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

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

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

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

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

Restrictions on Reporting

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

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

Making a Report

Reports may be made to any of the following:

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

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

[See FFG(LEGAL)]

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

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

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

Confidentiality

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

Immunity

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

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

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

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

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

**Responsibilities
Regarding
Investigations**

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

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

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

Tornillo ISD
071908

STUDENT WELFARE
CHILD ABUSE AND NEGLECT

FFG
(LOCAL)

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

DATE ISSUED: ~~11/8/2021~~ 1/30/2025
UPDATE 118124
FFG(LOCAL)-A

159

Adopted:
~~9/28/2022~~

4 of 4

Access to District Property

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

Ejection or Exclusion under Education Code 37.105

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

Off-Campus Activities

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

Prohibitions

Tobacco and
E-Cigarettes

The District prohibits smoking and the use of tobacco products ~~and~~, e-~~cigarettes~~, or other electronic vaporizing devices on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

Exceptions

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]



MEMORANDUM

To:
From:
Subject:
Date:

HISTORY:

RATIONALE:

BUDGET IMPACT:

ADMINISTRATIVE RECOMMENDATION:

TISD 2025-2026

Academic Calendar - A

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
August 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
September 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
October 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
November 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
December 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JULY

19	06/01 - 07/04District Closed
19	07/18New Employee Orientation
4	07/21 - 07/25District Staff Development
4	07/281st Semester Begins / Classes Begin

SEPTEMBER

	09/01Holiday - Labor Day
	09/17P/T Conference for PK-8
	09/18P/T Conference for HS

OCTOBER

21	09/29 - 10/03Extended Year/Makeup Days
21	10/06 - 10/10District Closed
25	10/13 - 10/15Teacher Planning / No School for Students

NOVEMBER

	11/11Wellness Day - District Closed
	11/24 - 11/28Holiday - Thanksgiving

DECEMBER

21	12/02 - 12/12Testing - STAAR
61	12/18Early Release for Students/Teachers
19	12/19Wellness Day - District Closed
44	12/22 - 01/02Holiday - Christmas Break

JANUARY

	01/05 - 01/07Teacher Planning / No School for Students
	01/082nd Semester Begins / Classes Begin
	01/19Holiday - MLK/COVID-Weather Makeup Days

FEBRUARY

18	02/09Wellness Day - District Closed
79	02/16Wellness Day - District Closed
12	02/25P/T Conference for PK-8
56	02/26P/T Conference for HS

MARCH

	03/09 - 03/13Extended Year/Makeup Days
	03/16 - 03/20Holiday - Spring Break
	03/23 - 03/25Teacher Planning / No School for Students

APRIL

14	04/03Holiday - Good Friday
70	04/06Wellness Day - District Closed
	04/07 - 04/30Testing - STAAR

MAY

	05/01Early Release for Students
	05/25Holiday - Memorial Day-Weather Makeup Day
	05/29Early Release for Students/Teachers

JUNE

4	06/01 - 06/12Extended Year/Makeup Days
84	06/16 - 06/26Testing - STAAR

January 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
February 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
March 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
April 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
May 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
June 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

KEY

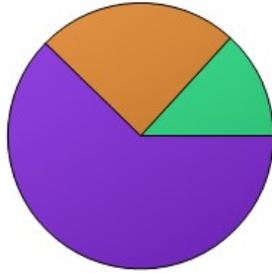
- State Testing
- 5 Staff/Student Wellness Days
- Staff Development/Teacher Planning
- Holiday
- Extended Year
- Parent / Teacher Conferences
- Smart Snack Exemption Days

Calendar Notes:

- *167 instructional days
- *8:00-4:00 schedule
- *5 wellness days

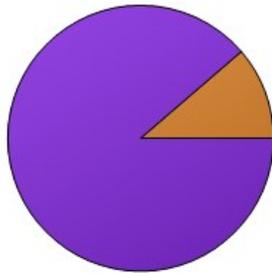
- Open House
- 9 Weeks Begins/Ends
- Weather Makeup Day
- New Employee Orientation
- Pay Day
- Early Release Students Only
- Early Release Students & Teachers

Please select your respective campus. If you are a department or district level employee, please select district.



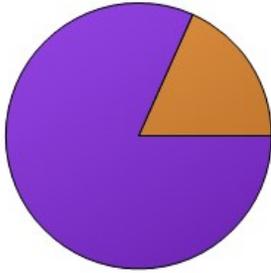
	Count	Percentage
PK-8	66	62.26%
High School	26	24.53%
District	14	13.21%
Total	106	100%

Please select one of the two calendar options.



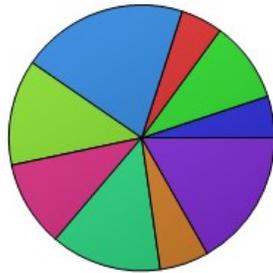
	Count	Percentage
Calendar A	94	88.68%
Calendar B	12	11.32%
Total	106	100%

Please select one out of the two calendar options and submit.



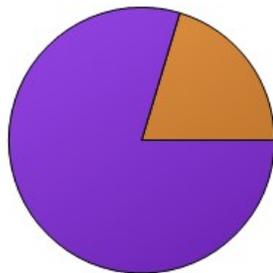
	Count	Percentage
Calendar A	98	81.67%
Calendar B	22	18.33%
Total	120	100%

Please select your grade level.



	Count	Percentage
3rd	56	16.77%
4th	20	5.99%
5th	45	13.47%
6th	35	10.48%
7th	43	12.87%
8th	68	20.36%
9th	17	5.09%
10th	33	9.88%
11th	17	5.09%
Total	334	100%

Please select one out of the two calendar options and submit.



	Count	Percentage
Calendar A	266	79.64%
Calendar B	68	20.36%
Total	334	100%