



# THREE WAY INDEPENDENT SCHOOL DISTRICT

247 CR 207, Stephenville, TX 76401 | 254.965.6496

Teddy Ott,  
Superintendent

## AGENDA TWISD Regular School Board Meeting

December 12, 2023 HS Commons 5:00 PM

- I. **Call to order**
- II. **Roll Call - Verify Quorum**  
  
Tracie Hankins, Senaida Huerta, Duanea Armes, Lloyd Lietz, Cody Howle
- III. **Citizen Comments**
- IV. **Staff Reports**
  1. Financial Update
  2. Principal's Report(s)
  3. Superintendent
- V. **Consent Agenda**
  1. Consider approval or other action on minutes for November 14, 2023 Regular Meeting.
  2. Consider approval or other action regarding accounts payable report for payments made for the month of November 2023.
  3. Consider approval or other action to add, revise, or delete policies as officered by TASB Policy Service for consideration and according the the Instruction Sheet for TASB Localized Policy Manual Update 122 as presented.
- VI. **Action Items**
  1. Discussion, consideration, and possible action regarding approval of an Evaluation Tool that will be used to evaluate the Superintendent.
  2. Discussion, consideration, and possible action for setting a date for the Superintendents Annual Evaluation.

3. Discussion, consideration, and possible action regarding COVID absence days for staff.

**VII. Topics for future discussion**

**VIII. Adjourn**

**With no further business before the Board, this meeting is adjourned at \_\_\_\_\_ pm.**

**Closed Session Notice**

Three Way Independent School District may convene into Closed Session on any matter related to any of the above agenda items for a purpose, such a closed session is allowed under Chapter 551, Texas Government Code. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meetings. Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed meeting then the final action, final decision, or final vote shall be either: (a) In the open meeting covered by the Notice upon the reconvening of the public meeting; or (b) At a subsequent public meeting of the School Board upon notice thereof; as the Board shall determine.

**ADA Notice**

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the meeting should contact Stephanie Ritchie at (254)965-6496 x 200 at least 48 hours prior to the meeting to request such assistance.

**Certification**

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the front door of the Three Way Administration Building and the front door of the Three Way High School, a place convenient and readily accessible to the general public, as well as to school's website at [www.twisd.us](http://www.twisd.us) and said notice was posted at or before , and remained posted for at least two hours after said meeting was convened.

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Dr. Teddy Ott, Superintendent

# Board Report Summary

## 2023-2024

NOVEMBER

REVENUE	Est. Revenue	Rev. Realized To Date	Revenue Balance	% Realized
Taxes	741,004.00	-86,470.72	654,533.28	11.67%
Other Rev. Local	0.00	-56,450.26	-56,450.26	0.00
<b>Total REVENUE - Local and Intermediate</b>	<b>741,004.00</b>	<b>-142,920.98</b>	<b>598,083.02</b>	<b>19.29%</b>
<b>Total State Program Revenues</b>	<b>2,189,819.11</b>	<b>-923,388.00</b>	<b>1,266,431.11</b>	<b>42.17%</b>
<b>TOTAL Revenue - LOCAL-STATE-FEDERAL</b>	<b>2,930,823.11</b>	<b>-1,066,308.98</b>	<b>1,864,514.13</b>	<b>36.38%</b>

### Fund 199

	Budget	Expenditure YTD	Balance	% Realized
<b>Function 11 INSTRUCTION</b>				
6100 - Payroll Costs	-1,457,935.81	405,887.58	-1,052,048.23	27.84%
6200 - Professional and Constructed SVS	-6,800.00	13,291.34	6,491.34	195.46%
6300 - Supplies and Materials	-20,750.00	11,885.64	-8,864.36	57.28%
6400 - Other Operating Costs	-3,000.00	2,912.91	-87.09	97.10%
6600 - Capital Outlay Land Building & Equipment	-13,000.00	0.00	-13,000.00	0.00%
<b>Total Function 11 INSTRUCTION</b>	<b>-1,501,485.81</b>	<b>433,977.47</b>	<b>-1,067,508.34</b>	<b>28.90%</b>
<b>Function 12 INSTRUCTIONAL RESOURCES/MEDIA</b>				
6100 - Payroll Costs	-6,154.55	1,783.55	-4,371.00	28.98%
6200 - Professional & Contracted SVS	0.00	1,298.00	1,298.00	0.00%
6300 - Supplies and Materials	0.00	0.00	0.00	0.00%
<b>Total Function 12 INSTRUCTIONAL RESOURCES/MEDIA</b>	<b>-6,154.55</b>	<b>3,081.55</b>	<b>-3,073.00</b>	<b>50.07%</b>
<b>Function 13 CURRICULUM &amp; STAFF DEV</b>				
6400 - Travel & Subsistence	-3,500.00	70.56	-3,429.44	2.02%
<b>Total Function 13 CURRICULUM &amp; STAFF DEV</b>	<b>-3,500.00</b>	<b>70.56</b>	<b>-3,429.44</b>	<b>2.02%</b>
<b>Function 23 SCHOOL LEADERSHIP</b>				
6100 - Payroll Costs	-174,165.41	37,413.65	-136,751.76	21.48%
6400 - Travel & Subsistence	-1,500.00	2,365.28	865.28	157.69%
<b>Total Function 23 SCHOOL LEADERSHIP</b>	<b>-175,665.41</b>	<b>39,778.93</b>	<b>-135,886.48</b>	<b>22.64%</b>
<b>Function 31 GUIDANCE AND COUNSELING SVS</b>				
6100 - Payroll Costs	-121,390.85	30,982.62	-90,408.23	25.52%
6300 - Supplies and Materials	-500.00	12.77	-487.23	2.55
6400 - Other Operating Costs	-500.00	607.97	107.97	121.59%
<b>Total Function 31 GUIDANCE AND COUNSELING</b>	<b>-122,390.85</b>	<b>31,603.36</b>	<b>-90,787.49</b>	<b>25.82%</b>
<b>Function 33 HEALTH SERVICES</b>				
6100 Health Services	-61,947.99	15,764.14	-46,183.85	25.45%
6300 - Supplies and Materials	-500.00	0.00	-500.00	0.00%
6400 - Other Operating Costs	-250.00	641.62	391.62	256.65%
<b>Total Function 33 HEALTH SERVICES</b>	<b>-62,697.99</b>	<b>16,405.76</b>	<b>-46,292.23</b>	<b>26.17%</b>
<b>Function 34 STUDENT TRANSPORTATION</b>				
6100 - Payroll Costs	-18,022.64	5,223.42	-12,799.22	28.98%
6200 - Professional & Constructed SVS	-15,000.00	958.36	-14,041.64	6.39%
6300 - Supplies and Materials	-18,000.00	7,255.48	-10,744.52	40.31%
6400 - Other Operating Costs	-3,500.00	5,474.00	1,974.00	156.40%
6600 - Capital Outlay Land Bldg & Equip	-50,000.00	0.00	-50,000.00	0.00%
<b>Total Function 34 STUDENT TRANSPORTATION</b>	<b>-104,522.64</b>	<b>18,911.26</b>	<b>-85,611.38</b>	<b>18.09%</b>

Function 36 CO-CURRICULAR ACTIVITIES

6100 - Payroll Costs	-128,891.74	34,472.95	-94,418.79	26.75%
6200 - Professional & Constructed SVS	-7,500.00	3,843.54	-3,656.46	51.25%
6300 - Supplies and Materials	-29,500.00	18,103.30	-11,396.70	61.37%
6400 - Other Operating Costs	-4,500.00	4,297.72	-202.28	95.50%
<b>Total Function 36 CO-CURRICULAR ACTIVITIES</b>	<b>-170,391.74</b>	<b>60,717.51</b>	<b>-109,674.23</b>	<b>35.63%</b>

Function 41 General Administration

6100 - Payroll Costs	-135,636.40	31,738.01	-103,898.39	23.40%
6200 - Professional & Constructed SVS	-45,350.00	27,220.70	-18,129.30	60.02%
6300 - Supplies and Materials	-2,000.00	959.91	-1,040.09	48.00%
6400 - Other Operating Costs	-12,500.00	6,375.95	-6,124.05	51.01%
<b>Total Function 41 GENERAL ADMINISTRATION</b>	<b>-195,486.40</b>	<b>66,294.57</b>	<b>-129,191.83</b>	<b>33.91%</b>

Function 51 Plant Maintenance & Operations

6100 - Payroll Costs	-155,777.72	33,488.89	-122,288.83	21.50%
6200 - Professional & Constructed SVS	-179,000.00	228,957.90	49,957.90	127.91%
6300 - Supplies and Materials	-30,000.00	14,374.69	-15,625.31	47.92%
6400 - Other Operating Costs	-25,500.00	33,408.00	7,908.00	131.01%
6600 - Capital Outlay	0.00	59,894.40	59,894.40	0.00%
<b>Total Function 51 PLANT MAINTENANCE &amp; OPERATIONS</b>	<b>-390,277.72</b>	<b>370,123.88</b>	<b>-20,153.84</b>	<b>94.84%</b>

Function 52 Security & Monitoring

6200 - Professional & Constructed SVS	0	1249.98	1249.98	0
6300 - Supplies and Materials	0	0	0	0
<b>Total Function 52 DATA PROCESSING</b>	<b>0.00</b>	<b>1,249.98</b>	<b>1,249.98</b>	<b>0.00%</b>

Function 53 Data Processing

6200 - Professional & Constructed SVS	-30,250.00	10,050.00	-20,200.00	33.22%
6300 - Supplies and Materials	-5,000.00	112.50	-4,887.50	2.25%
<b>Total Function 53 DATA PROCESSING</b>	<b>-35,250.00</b>	<b>10,162.50</b>	<b>-25,087.50</b>	<b>28.83%</b>

Function 71 Debt Service

6500 - Long Term Debt/Interest	-105,000.00	48,517.43	-56,482.57	46.21%
<b>Total Function 71 DEBT SERVICE</b>	<b>-105,000.00</b>	<b>48,517.43</b>	<b>-56,482.57</b>	<b>46.21%</b>

Function 81 Facilities Acq & Construction

6600 - Bldg Purchase, Construction	0.00	-	0.00	0.00%
<b>Total Function 81 FACILITIES ACQ &amp; CONST</b>	<b>0.00</b>	<b>-</b>	<b>0.00</b>	<b>0.00%</b>

Function 93 Payments-Shared

6200 - Professional & Constructed SVS	-40,000.00	9,676.77	-30,323.23	24.19%
<b>Total Function 93 PAYMENST-SHARED</b>	<b>-40,000.00</b>	<b>9,676.77</b>	<b>-30,323.23</b>	<b>24.19%</b>

Function 99 Tax Appraisal & Collection

6200 - Professional & Constructed SVS	-18,000.00	4,449.89	-13,550.11	24.72%
<b>Total Function 99 TAX APPRAISAL &amp; COLLECTION</b>	<b>-18,000.00</b>	<b>4,449.89</b>	<b>-13,550.11</b>	<b>24.72%</b>

<b>Total Function 00 OTHER USES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
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<b>TOTAL EXPENDITURES</b>	<b>-2,930,823.11</b>	<b>1,115,021.42</b>	<b>-1,817,051.67</b>	<b>38.04%</b>
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## For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
008586	10-30-2023	KIRBO'S OFFICE SYSTE	013981	466136	199-11-6269.00-072-411000	KIRBO COPIER USAGE	45.00	N
			013981	466135	199-11-6269.00-072-411000	KIRBO COPIER USAGE	58.00	N
<b>Totals for Check 008586</b>							<b>103.00</b>	
008587	10-30-2023	ERATH CO. TAX ASSESS	013996		199-41-6213.00-703-499000	TAX COLLECTION	1.60	N
008588	10-30-2023	MCCREARY VESELKA B	013995		199-41-6213.00-703-499000	TAX ATTORNEY	378.76	N
008589	10-30-2023	UNITED COOPERATIVE	013990		199-51-6259.00-072-499000	ELECTRIC	5,309.15	N
008590	10-30-2023	MCCOY'S BUILDING SUP	013999	853961	199-51-6319.00-072-499000	CONTINUED WORK FOR GYM	323.14	N
008591	10-30-2023	LABATT FOOD SERVICE	013984	10185519	240-35-6341.00-072-499000	FOOD	1,016.96	N
			013984	10256783	240-35-6341.00-072-499000	FOOD	1,009.76	N
<b>Totals for Check 008591</b>							<b>2,026.72</b>	
008592	10-30-2023	ORKIN PEST CONTROL	013986	284573	199-51-6249.00-072-499000	PEST CONTROL	109.98	N
008593	10-30-2023	RIGGS MACHINE & WEL	014002	261606	199-11-6399.00-101-422000	LEASE CYLINDERS TO 09/2024	90.00	N
008594	10-30-2023	HUCKABAY ISD	014004	20231019	199-11-6499.00-072-411000	UIL FEES	400.00	N
008595	10-30-2023	TX DEPT OF PUBLIC	013989	CRS2023092710	199-41-6499.00-720-499000	FACT CLEARINGHOUSE	7.00	N
008596	10-30-2023	AMAZON CAPITAL	014001	17YP-Y7GP-	199-11-6399.01-072-411000	SNEAD ART SUPPLIES JH	81.95	N
			014001	1+VX-MM99-	199-11-6399.02-101-411000	MILLER CLASSROOM NOVELS/SU	204.36	N
			014001	1RJH-KRC7-	199-11-6399.02-101-411000	MILLER NOVELS	47.12	N
			014001	134Q-TYPN-	199-11-6499.00-072-411000	BOOBASH GOODY BAGS	9.95	N
			014001	1PCG-KJW1-	199-41-6499.00-701-499000	TRIBES BOOK LEADERSHIP TEA	38.07	N
			014001	11YG-NK9J-139L	199-41-6499.00-701-499000	TRIBES	126.90	N
			014001	1Y6X-C64P-	199-51-6319.00-072-499000	LITHONIA LIGHTING	161.70	N
			014001	16X6-1VCW-	199-51-6319.00-072-499000	LITHONIA LIGHTING	32.34	N
			014001	139M-LKD3-	199-51-6319.00-072-499000	BLANK KEYS	26.84	N
			014001	14F9-XGQF-	199-51-6319.00-072-499000	BATHROOM LOCKS/KEYLESS EN	371.03	N
			014001	1N3C-DTCY-	199-51-6319.00-072-499000	MICROWAVE/VACUUM	191.23	N
<b>Totals for Check 008596</b>							<b>1,291.49</b>	
008597	10-30-2023	SAGUARO TECHNOLOGI	013983	2166	199-53-6249.00-072-499000	IT SUPPORT OCTOBER	2,100.00	N
008598	10-30-2023	NORTH TEXAS TOLLWA	013991		199-13-6411.01-072-411000	TOLL BILL STAFF DEV	70.56	N
008599	10-30-2023	MANGRUM	013992	112148	199-51-6249.00-072-499000	TRIP CHARGE TO SCHOOL DISTR	75.00	N
008600	10-30-2023	AUTO PARTS CO.	013998	9214-723435	199-34-6319.00-072-499000	WIPER BLADES/DIAG CUT	119.77	N
008601	10-30-2023	XEROX FINANCIAL	013982	4894348	199-71-6512.00-072-499000	COPIER LEASE	974.28	N
008602	10-30-2023	ELENA BOLT	013987		199-36-6399.02-072-491000	REIMBURSE CHEER SUPPLIES	78.48	N
008603	10-30-2023	EVERYTHING SHREDDE	014000	2060	199-51-6249.00-072-499000	SHREDDING 65 GALLON	30.00	N
008604	10-30-2023	SPLASH! PUBLICATIONS	013993	0426-2023	211-11-6399.00-072-430000	4/5TH AH CLASSROOM AMER HIS	2,394.73	N
008605	10-30-2023	OAK FARMS DALLAS	013988	542026505	240-35-6341.00-072-499000	MILK	313.94	N
			013997	542026672	240-35-6341.00-072-499000	MILK	292.92	N
<b>Totals for Check 008605</b>							<b>606.86</b>	

## For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
008606	10-30-2023	WILLIAM TEDDY OTT	013980		199-41-6411.00-701-499000	REIMBURSE MILEAGE SUPT MEE	81.88	N
008607	10-30-2023	HERTZ FURNITURE	013985	693137	270-11-6399.00-072-411000	HS DESKS	12,252.80	N
008608	10-30-2023	TASHA DAVIS	013994	20231019	199-36-6399.02-072-491000	CHEER BOWS	20.00	N
008609	10-30-2023	SIMMONS BANK	014003		199-71-6512.00-072-499000	TIME WARRANT 2023 BUS	41,052.42	N
			014003		199-71-6522.00-072-499000	TIME WARRANT 2023 BUS	5,516.45	N
<b>Totals for Check 008609</b>							<b>46,568.87</b>	
008610	10-30-2023	OLD TOWNE ELECTRIC	014005	3365	199-51-6249.00-072-499000	400 AMP SERVICE GYM WALL	6,750.00	N
			014005	3366	199-51-6249.00-072-499000	GYM LIGHTS CONVERSION FLU F	4,500.00	N
<b>Totals for Check 008610</b>							<b>11,250.00</b>	
008611	10-30-2023	CRESENDA STEELE	014006		199-11-6399.01-072-411000	REIMBURSE CLASSROOM SUPPL	85.02	N
008612	10-30-2023	ELENA BOLT	014007		199-11-6399.02-101-411000	SENIOR GIFTS BEALLS	101.52	N
	11-01-2023	ELENA BOLT	014007		199-11-6399.02-101-411000	RECLASS TO CTE	-101.52	N
<b>Totals for Check 008612</b>							<b>.00</b>	
008613	10-31-2023	SUPERIOR FENCE & RAI	014008	10083	199-51-6249.00-072-499000	INSTALL OF CHAIN LINK ELEM FR	49,123.54	N
			014024		429-51-6249.00-072-499000	INSTALL CHAIN LINK FENCE	49,123.54	N
			014024		429-51-6249.00-072-499000	WRONG ACCT CODE	-49,123.54	N
			014025		429-51-6639.00-072-499000	INSTALL CHAIN LINK FENCE	49,123.54	N
	11-06-2023	SUPERIOR FENCE & RAI	014008	10083	199-51-6249.00-072-499000	INCORRECT FUND CODE	-49,123.54	N
<b>Totals for Check 008613</b>							<b>49,123.54</b>	
008614	10-31-2023	DUNCAN DISPOSAL	014011	0794-016086191	199-51-6259.00-072-499000	DISPOSAL	972.43	N
008615	10-31-2023	WALMART	014010		199-11-6399.00-101-422000	WELDING SHOP SUPPLIES	84.00	N
			014010		199-11-6499.00-072-411000	STAFF SUPPLIES	48.78	N
<b>Totals for Check 008615</b>							<b>132.78</b>	
008616	10-31-2023	WRIGHT'S ICE SERVICE	014009	20900	199-51-6269.00-072-499000	ICE MACHINE RENTAL	280.00	N
008617	10-31-2023	HAND2MIND INC	014012	INV000216482	199-11-6399.01-072-411000	3RD GRADE LANG CONVENTION	28.80	N
008618	11-06-2023	TEXAS CLASSROOM TE	DEDCH		199-00-2159.00-007-400000	NOV DED MISCELLANEOUS DED	18.00	N
008619	11-06-2023	NATIONAL BENEFIT SER	DEDCH		199-00-2159.00-003-400000	NOV DED TAX SHEL. ANNUITY	500.00	N
008620	11-06-2023	FINANCIAL BENEFIT SE	DEDCH		199-00-2153.00-005-400000	NOV DED HEALTH INSURANCE	311.70	N
			DEDCH		199-00-2153.00-009-400000	NOV DED HEALTH INSURANCE	200.37	N
			DEDCH		199-00-2153.00-010-400000	NOV DED LIFE INSURANCE	299.70	N
			DEDCH		199-00-2153.00-011-400000	NOV DED LIFE INSURANCE	38.70	N
			DEDCH		199-00-2153.00-013-400000	NOV DED LIFE INSURANCE	19.58	N
			DEDCH		199-00-2153.00-015-400000	NOV DED LIFE INSURANCE	33.00	N
			DEDCH		199-00-2153.00-016-400000	NOV DED LIFE INSURANCE	51.10	N
			DEDCH		199-00-2153.00-017-400000	NOV DED LIFE INSURANCE	100.98	N
			DEDCH		199-00-2153.00-019-400000	NOV DED LIFE INSURANCE	1.40	N
			DEDCH		199-00-2153.00-021-400000	NOV DED LIFE INSURANCE	16.30	N
			DEDCH		199-00-2153.00-022-400000	NOV DED HEALTH INSURANCE	35.21	N
			DEDCH		199-00-2153.00-024-400000	NOV DED LIFE INSURANCE	32.40	N
			DEDCH		199-00-2153.00-025-400000	NOV DED LIFE INSURANCE	5.40	N
			DEDCH		199-00-2153.00-026-400000	NOV DED LIFE INSURANCE	654.25	N

## For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			DEDCH		199-00-2153.00-027-400000	NOV DED LIFE INSURANCE	6.00	N
			DEDCH		199-00-2153.00-031-400000	NOV DED HEALTH INSURANCE	126.65	N
			DEDCH		199-00-2159.00-012-400000	NOV DED HSA	334.16	N
			DEDCH		199-00-2159.00-029-400000	NOV DED MISCELLANEOUS DED	14.95	N
			DEDCH		199-00-2159.00-030-400000	NOV DED MISCELLANEOUS DED	80.00	N
			DEDCH		199-00-2159.00-036-400000	NOV DED MISCELLANEOUS DED	42.00	N
			DEDCH		199-00-2159.00-037-400000	NOV DED MISCELLANEOUS DED	69.76	N
					<b>Totals for Check 008620</b>		<b>1,873.61</b>	
008621	11-06-2023	LEGAL SHIELD	DEDCH		199-00-2159.00-034-400000	NOV DED MISCELLANEOUS DED	135.60	N
008622	11-06-2023	EECU	DEDCH		199-00-2159.00-035-400000	NOV DED HSA	300.00	N
008623	11-06-2023	AFLAC	DEDCH		199-00-2159.00-040-400000	NOV DED MISCELLANEOUS DED	210.92	N
008624	11-06-2023	SHEYLA LOPEZ	014016		199-51-6249.00-072-499000	MAINTENANCE HOURS 10/16-10/3	190.00	N
008625	11-07-2023	CRESENDA STEELE	014026		199-11-6399.01-072-411000	REIMBURSE CLASSROOM SUPPL	60.24	N
008626	11-09-2023	LAURA PARKER	014030		199-31-6411.00-072-411000	TRAVEL YR ASSESS TRAINING	92.62	N
008627	11-09-2023	TEDDY OTT	014028		199-41-6411.00-701-499000	TRAVEL FALL ESC11 SUPT CONF	220.08	N
			014028		199-41-6411.00-701-499000	TRAVEL TASA 1ST TIME SUPT AC	184.71	N
					<b>Totals for Check 008627</b>		<b>404.79</b>	
008628	11-09-2023	LISA MILLER	014029		199-11-6399.02-101-411000	REIMBURSE CANVA	36.00	N
008629	11-13-2023	CLAIMS ADMINISTRATIV	014039	84478	199-11-6143.00-072-411000	CAS FIXD COST FINAL AUDIT	1,629.00	N
	12-05-2023	CLAIMS ADMINISTRATIV	014039	84478	199-11-6143.00-072-411000	DUP FIXED COST AUTO DRAFT	-1,629.00	N
					<b>Totals for Check 008629</b>		<b>.00</b>	
008630	11-13-2023	SANTO PROPANE COMP	014045	0194766	199-51-6259.00-072-499000	PROPANE	615.00	N
008631	11-13-2023	LOVE OIL COMPANY	014033	92903	199-34-6311.00-072-499000	GAS & DIESEL	2,830.00	N
008632	11-13-2023	TX. ASSN. OF SCHOOL A	014049	158129	199-41-6411.00-701-499000	MIDWINTER CONF REGISTRATIO	445.00	N
008633	11-13-2023	KIRBO'S OFFICE SYSTE	014038	467139	199-11-6269.00-072-411000	COPIER USAGE	308.36	N
008634	11-13-2023	EDUCATION SERV. CTR.	014037	1002400377	199-23-6411.00-072-499000	ADV EDUC LEADERSHIP RUCAS	475.00	N
			014036	1002400378	199-41-6219.00-702-499000	BOARD TRAINING X 4 MEMBERS	480.00	N
			014048	3002400125	199-41-6411.00-701-499000	SUPT FALL CONFERNCE	129.00	N
					<b>Totals for Check 008634</b>		<b>1,084.00</b>	
008635	11-13-2023	NARDONE BROS. BAKIN	014044	106795	240-35-6344.00-072-499000	COMMODITY PIZZA	236.19	N
			014044	103750	240-35-6344.00-072-499000	COMMODITY PIZZA	201.58	N
					<b>Totals for Check 008635</b>		<b>437.77</b>	
008636	11-13-2023	LABATT FOOD SERVICE	014041	11019524	240-35-6341.00-072-499000	FOOD	912.16	N
008637	11-13-2023	DALE COLLUM	014034		199-51-6249.00-072-499000	RAW WELL & DIST SAMPLE TESTI	500.00	N
008638	11-13-2023	THE WATER SHOP	014043	61328	199-51-6269.00-072-499000	WATER COOLER RENTAL	100.00	N
			014043	61328	199-51-6319.00-072-499000	WATER & CUPS	497.00	N
					<b>Totals for Check 008638</b>		<b>597.00</b>	
008639	11-13-2023	AMAZON CAPITAL	014051	1DTH-GKYK-	199-11-6399.00-072-423000	SPED SUPPLIES	43.76	N
			014051	16VQ-CJ46-	199-11-6399.00-101-422000	CAREER FAIR SUPPLIES	11.76	N
			014051	1XQK-FPCX-	199-11-6399.00-101-422000	CAREER FAIR SUPPLIES	37.49	N

## For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			014051	113L-1PCL-	199-31-6399.00-072-499000	COUNSELOR OFFICE SUPPLIES	12.77	N
			014051	1RL3-NWLT-	199-53-6399.00-072-499000	CHROMECASTS	112.50	N
						<b>Totals for Check 008639</b>	<b>218.28</b>	
008640	11-13-2023	WILMA CANTWELL	014047		199-36-6219.00-072-491000	VBALL OFFICIAL TW VS LINGEVIL	124.00	N
008641	11-13-2023	LINDA S HARAGAN	014046		199-36-6219.00-072-491000	VBALL OFFICIAL TW VS LINGLEVI	104.37	N
008642	11-13-2023	JOHN BERRY	014050		199-36-6399.00-072-491000	REIMBURSE ATHLETIC TAPE	28.35	N
008643	11-13-2023	BILLY CLAUDE COOPER	014053	11-2023	199-52-6249.00-072-499000	GUARDIAN PROTECT SERVICES	416.66	N
			014053	11-2023	199-52-6249.00-072-499000	RECLASS TO 6299	-416.66	N
			014058	11-2023 2	199-52-6299.00-072-499000	GUARDIAN PROTECT SERVICES	416.66	N
						<b>Totals for Check 008643</b>	<b>416.66</b>	
008644	11-13-2023	SUPERIOR FENCE & RAI	014031	10085	199-51-6629.00-072-499000	HIGH SCHOOL CHAIN LINK INSTA	48,271.35	N
			014032	10084	199-51-6629.00-072-499000	HS FRONT INSTALL GATE/FENCE	45,416.59	N
			014031	10085	199-51-6629.00-072-499000	RECLASS PORTION TO 429	-48,271.35	N
			014032	10084	199-51-6629.00-072-499000	RECLASS PORTION TO 429	-45,416.59	N
			014064	10085 X 2	199-51-6629.00-072-499000	HS BACK FENCE	14,477.81	N
			014064	10084 X 2	199-51-6629.00-072-499000	HS FRONT FENCE HWY	45,416.59	N
			014064	10085 X 2	429-51-6639.00-072-499000	HS BACK FENCE	33,793.54	N
						<b>Totals for Check 008644</b>	<b>93,687.94</b>	
008645	11-13-2023	OAK FARMS DALLAS	014040	542026839	240-35-6341.00-072-499000	MILK	286.67	N
008646	11-13-2023	INVICTA PCS LLC	014052	89811SO	410-11-6399.00-072-499000	CHROMEBOOKS	18,060.00	N
008647	11-13-2023	COVINGTON FFA	014035	2023-SR4	199-36-6399.00-072-491000	24 FOOTBALL MEAL DEALS	180.00	N
008648	11-13-2023	JEFFERY RAY ALEXAND	014042		199-36-6219.00-072-491000	VBALL OFFICIAL TW VS IREDELL	120.00	N
008649	11-13-2023	KORNEY BOARD AIDS IN	014054	215252	199-36-6399.00-072-491000	THE ROCK BBALL 29.5 MENS	457.95	N
008650	11-13-2023	TYSON FOODS, INC.	014059	31740696	240-35-6344.00-072-499000	COMMODITY CHICKEN	265.30	N
			014059	31740700	240-35-6344.00-072-499000	COMMODITY CHICKEN	434.77	N
						<b>Totals for Check 008650</b>	<b>700.07</b>	
008651	11-13-2023	MCCOY'S BUILDING SUP	014062	855614	199-51-6319.00-072-499000	SUPPLIES FOR DRESSING ROOM	796.28	N
008652	11-13-2023	RIGGS MACHINE & WEL	014063	218850	199-11-6399.00-101-422000	WELDING CLASS RENTAL	45.00	N
008653	11-13-2023	AMAZON CAPITAL	014060	1M4Q-GPH4-	199-11-6399.01-072-411000	OWEN CLASSROOM SUPPLIES	107.25	N
			014060	1M6J-97Y7-	199-11-6399.02-101-411000	HS OFFICE SUPPLIES	52.10	N
			014060	1CFJ-FQHV-	199-41-6399.00-750-499000	PEIMS COORD OFFICE SUPPLIES	61.80	N
						<b>Totals for Check 008653</b>	<b>221.15</b>	
008654	11-13-2023	CRAZY HAIR COFFEE C	014061		199-11-6499.00-072-411000	STAFF DEV CRAZY HAIR COFFEE	210.00	N
008655	11-13-2023	SUPERIOR FENCE & RAI	014055	10085	199-51-6629.00-072-499000	HIGH SCHOOL BACK CHAIN LINK	14,477.81	N
			014055	10084	199-51-6629.00-072-499000	HIGH SCHOOL FRONT FENCE HW	45,416.59	N
			014055	10085	429-51-6639.00-072-499000	HIGH SCHOOL BACK CHAIN LINK	33,793.54	N
	11-14-2023	SUPERIOR FENCE & RAI	014055	10084	199-51-6629.00-072-499000	DUP SHOULD HAVE BEEN DISTRI	-45,416.59	N
			014055	10085	199-51-6629.00-072-499000	DUP SHOULD HAVE BEEN DISTRI	-14,477.81	N
			014055	10085	429-51-6639.00-072-499000	DUP SHOULD HAVE BEEN DISTRI	-33,793.54	N
						<b>Totals for Check 008655</b>	<b>8 .00</b>	



For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
008656	11-14-2023	UNITED COOPERATIVE	014065		199-51-6259.00-072-499000	ELECTRIC BILL	3,493.81	N
008657	11-14-2023	HOUGHTON MIFFLIN HA	014066	955814544	410-11-6321.00-072-411000	GO MATH/SCIENCE FUSION	2,108.80	N
008658	11-14-2023	EDUCATION SERV. CTR.	014067	5002400071	199-23-6411.00-072-499000	RUCAS READING ACAD BLEND	300.00	N
008659	11-15-2023	FORTE DFW LLC	014068	17001	240-35-6344.00-072-499000	COMMODITIES	1,281.76	N
008660	11-15-2023	PARHAM GARAGE	014069	000628	199-34-6249.00-072-499000	BUS INSPECTION	40.00	N
008661	11-15-2023	LABATT FOOD SERVICE	014072	11081667	240-35-6341.00-072-499000	FOOD	1,062.12	N
008662	11-15-2023	OAK FARMS DALLAS	014071	542027007	240-35-6341.00-072-499000	MILK	240.65	N
008663	11-27-2023	TASB	014080	653505	199-41-6219.00-702-499000	TASB LOCAL UPDATE 122	2,284.84	N
008664	11-27-2023	EDUCATION SERV. CTR.	014078	4102400230	199-11-6239.00-072-411000	ADOBE CONSORTIUM MEMBERS	1,500.00	N
			014078	5002400070	199-23-6411.00-072-499000	READING ACADEMY END 1/2	300.00	N
<b>Totals for Check 008664</b>							<b>1,800.00</b>	
008665	11-27-2023	NARDONE BROS. BAKIN	014081	109971	240-35-6344.00-072-499000	COMMODITY PIZZA	267.27	N
008666	11-27-2023	MCCOY'S BUILDING SUP	014084	855936	199-51-6319.00-072-499000	SUPPLIES GYM ADD ON DRESSIN	295.89	N
008667	11-27-2023	MAYFIELD PAPER COMP	014073	3353347	199-51-6319.00-072-499000	CLEANING SUPPLIES	1,719.57	N
			014073	3353348	199-51-6319.00-072-499000	CLEANING SUPPLIES	37.89	N
<b>Totals for Check 008667</b>							<b>1,757.46</b>	
008668	11-27-2023	LABATT FOOD SERVICE	014076	11151558	240-35-6341.00-072-499000	FOOD	946.50	N
008669	11-27-2023	MARK HENNARD	014082		199-36-6219.00-072-491000	JH BBAL OFFICIAL	155.00	N
008670	11-27-2023	AMAZON CAPITAL	014079	1XTQ-VCJT-	199-11-6399.01-072-411000	MANGANELLA CLASS SUPPLIES	153.28	N
			014079	1XV4-7G3M-	199-51-6319.00-072-499000	CUTLERY PACKETS	29.89	N
<b>Totals for Check 008670</b>							<b>183.17</b>	
008671	11-27-2023	WALNUT SPRINGS ISD	014086		199-36-6399.00-072-491000	BBALL TOURNAMENT ENTRY FEE	400.00	N
008672	11-27-2023	JASON J LOGSDON	014077		199-36-6219.00-072-491000	BBALL OFFICIAL TW VS JCHS	140.00	N
008673	11-27-2023	LYNK AUTOMATION LLC	014085	2213	199-51-6249.00-072-499000	APC UPS BATTERY BACKUP INST	872.23	N
			014085	2214	199-51-6249.00-072-499000	CAT6A DATA DROP CABLE INSTA	690.56	N
<b>Totals for Check 008673</b>							<b>1,562.79</b>	
008674	11-27-2023	OAK FARMS DALLAS	014075	542027201	240-35-6341.00-072-499000	MILK	260.78	N
008675	11-27-2023	SHEYLA LOPEZ	014074		199-51-6249.00-072-499000	CONTRACT CLEANING HOURS	175.00	N
008676	11-27-2023	TERRY NIEDECKEN	014083		199-36-6219.00-072-491000	VARSITY BBALL OFFICIAL	120.00	N
009304	11-20-2023	ALLSUPS	014140		199-36-6399.00-072-491000	BBALL PLAYER MEALS	94.07	N
013658	11-09-2023	HARD EIGHT BBQ	014136		199-41-6499.00-720-499000	AUDITORS LUNCH	55.20	N
013888	11-20-2023	SAMS CLUB	014138		199-11-6499.00-072-411000	STUDENT/PARENT INVOLVMENT	262.59	N
014200	11-15-2023	SONIC DRIVE IN	014137		199-36-6399.00-072-491000	BBALL PLAYER MEALS	144.06	N
017770	11-20-2023	BRUNER MOTORS INC	014139		199-34-6319.00-072-499000	SUBURBAN INSPECTION	7.00	N
019008	11-20-2023	BROOKSHIRES	014141		199-36-6399.00-072-491000	PUREX TO WASH UNIFORMS	12.44	N

For the Month of November

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
019043	11-29-2023	CHICKEN EXPRESS	014144		199-36-6399.00-072-491000	BBALL PLAYER MEALS	174.04	N
019782	11-24-2023	CHICKEN EXPRESS	014142		199-36-6399.00-072-491000	BBALL PLAYER MEALS	65.79	N
026155	11-07-2023	EMBASSY SUITE	014135		199-33-6411.00-072-499000	WALKER NURSE CONFERENCE	346.62	N
027487	11-06-2023	MARRIOTT	014133		199-41-6411.00-701-499000	OTT SUPT ACAD	329.65	N
031101	11-02-2023	TEACHER RETIREMENT	014132		199-00-2153.00-002-400000	TRS ACTIVE CARE	14,126.00	N
			014132		199-00-2155.00-000-400000	MEMBER CONT	13,778.10	N
			014132		199-00-2155.00-000-400000	MEMBER TRS CARE	1,085.55	N
			014132		199-00-2155.01-000-400000	RE FED FUND/PRIV GRANT	738.31	N
			014132		199-00-2155.02-000-400000	STATE MIN	2,077.36	N
			014132		199-00-2155.04-000-400000	TRS CARE	1,252.55	N
			014132		199-00-2155.05-000-400000	NEW MEMBER	1,240.30	N
			014132		199-00-2155.08-000-400000	PUB EDUC PREV NON OADSI	2,656.19	N
			014132		199-00-2155.10-000-400000	TRS CARE SURCHARGE	535.00	N
						<b>Totals for Check 031101</b>	<b>37,489.36</b>	
342468	11-06-2023	EFTPS	014134		199-00-2151.00-000-400000	WH TAXES	7,428.67	N
			014134		199-00-2152.01-000-400000	EMPLOYER FICA	92.39	N
			014134		199-00-2152.01-000-400000	MEDICARE	2,608.97	N
			014134		199-00-2152.02-000-400000	EMPLOYEE FICA	92.39	N
			014134		199-00-2152.02-000-400000	MEDICARE DISTRICT MATCH	2,608.97	N
						<b>Totals for Check 342468</b>	<b>12,831.39</b>	
466017	11-27-2023	WALMART	014143		199-36-6399.00-072-491000	PUREX TO WASH UNIFORMS	29.16	N
999999	11-14-2023	CLAIMS ADMINISTRATIV	014129		199-11-6143.00-072-411000	WORK COMP POOL AMOUNT	45.00	N
						<b>Total Checks</b>	<b>335,256.64</b>	

End of Report



## (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, bold 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.

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

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

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

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

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency in cybersecurity matters.

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

1. Determine the cybersecurity training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the Department of Information Resources; and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

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

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

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

The District shall disclose a breach or incident involving sensitive, protected, or confidential student information as required by law.

**Building Access  
Control**

Audits of building access control shall include weekly inspections of instructional facilities during school hours to certify all exterior doors are, by default, set to closed, latched, and locked status and cannot be opened from the outside without a key.

The Superintendent shall ensure that the findings of the weekly inspections are:

1. Reported to the District safety and security committee; and
2. Reported to the campus principal or lead administrator of the instructional facility to ensure awareness of any deficiencies identified.

The campus principal or lead administrator shall assign appropriate staff to take action to reduce the likelihood of similar deficiencies in the future.

The results of the weekly reports shall be kept for review as part of the required safety and security audit.

The District's building access control procedures shall not be interpreted as discouraging parents or guardians who have been properly verified as authorized visitors from visiting their student's campus. [See GKC]

EMPLOYMENT PRACTICES

DC  
(LOCAL)

**Personnel Duties** The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.

**Posting Vacancies** The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.

**Applications** All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.

[For information related to the evaluation of criminal history records, see DBAA.]

**Employment of Contractual Personnel** The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.

The Board retains final authority for employment of contractual personnel. From April 1 through August 31, however, the Board delegates to the Superintendent final authority to employ all contractual employees. The Superintendent shall inform the Board of any persons hired under this authority.

[See DCA, DCB, DCC, and DCE as appropriate]

**Employment of Noncontractual Personnel**

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**Note:** For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL).

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The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis.  
[See DCD]

**Employment Assistance Prohibited** No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DH(EXHIBIT) for the Educators' Code of Ethics.]

**Dyslexia and Related Disorders**

The District shall comply with all rules and standards adopted by the State Board of Education and guidance published by the commissioner of education to implement the program to test students for dyslexia and related disorders.

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.

SPECIAL PROGRAMS  
COMPENSATORY SERVICES AND INTENSIVE PROGRAMS

EHBC  
(LOCAL)

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

**Accelerated  
Instruction**

~~The District shall provide accelerated instruction in accordance with law if a student fails to perform satisfactorily on a state-mandated assessment.~~

**Accelerated  
Learning Committee**

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

~~A parent complaint about the content or implementation of the educational plan shall be filed in accordance with FNG.~~



COMPENSATORY SERVICES AND INTENSIVE PROGRAMS  
ACCELERATED INSTRUCTION

EHBCA  
(LOCAL)

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

**Accelerated  
Instruction**

The District shall provide accelerated instruction in accordance with law if a student fails to perform satisfactorily on a state-mandated assessment.

**Parent Request**

If a student fails to perform satisfactorily on a state-mandated assessment, a parent's request that the student be assigned to a particular teacher the following school year shall be addressed in accordance with the District's administrative procedures.

**Accelerated  
Education Plan**

Appropriate District staff shall develop an accelerated education plan for a student who fails to perform satisfactorily on the same state-mandated assessment for two or more consecutive years.

A parent complaint about the content or implementation of the accelerated education plan shall be filed in accordance with FNG.

ATTENDANCE  
COMPULSORY ATTENDANCE

FEA  
(LOCAL)

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

**Excused Absences**

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

Higher Education Visits

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education.

Career Investigation

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit a professional's workplace for purposes of exploring the student's interest in pursuing a career in that professional's field.

Armed Services Enlistment

The District shall excuse a student 17 years of age or older for up to four days during his or her enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard.

Early Voting or Election Clerk

The District shall excuse a student for up to two days per school year to serve as an early voting or election clerk.

Learner or Driver's License

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

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

[For extracurricular activity absences, see FM.]

**Withdrawal for Nonattendance**

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

1. The student has been absent ~~ten~~10 consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

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

**Students Attending Homeschools**

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

ATTENDANCE  
COMPULSORY ATTENDANCE

FEA  
(LOCAL)

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

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

Enforcing  
Compulsory  
Attendance

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

No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

**Medication Provided by Parent**

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container.
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

**No Medication Provided by District**

~~The~~ Except as required by law and provided by this policy, the District shall not purchase medication to administer to a student.

*Epinephrine*

The District authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine auto-injector in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

*On Campus*

Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to a person experiencing anaphylaxis on a school campus.

The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.

*Maintenance, Availability, and Training*

The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for auto-injector use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus.

WELLNESS AND HEALTH SERVICES  
MEDICAL TREATMENT

FFAC  
(LOCAL)

<i>Notice to Parents</i>	In accordance with law, the District shall provide notice of the policy to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.
Opioid Antagonist	This provision shall be applicable to every campus.
<i>On Campus</i>	The District authorizes school personnel who have been adequately trained to administer an opioid antagonist in accordance with law and this policy. Administration of an opioid antagonist shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid-related overdose.  Each applicable campus shall have at least one individual who is authorized and trained to administer an opioid antagonist present during regular school hours.
<i>Maintenance, Availability, Training, and Reporting</i>	Each applicable campus shall have at least two unused, unexpired opioid antagonist doses available.  All opioid antagonists shall be stored in a secure location and shall be easily accessible by individuals who are authorized and trained to administer an opioid antagonist.  The Superintendent shall develop administrative regulations addressing acquisition, maintenance, expiration, and disposal of opioid antagonists in the District, as well as reporting, employee training, and emergency notification requirements.
<b>Psychotropics</b>	Except as permitted by law, an employee shall not: <ol style="list-style-type: none"><li>1. Recommend to a student or a parent that the student use a psychotropic drug;</li><li>2. Suggest a particular diagnosis; or</li><li>3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.</li></ol>
<b>Medical Treatment</b>	A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.  The District shall seek appropriate emergency care for a student as required or deemed necessary.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Student Reports

Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.

Employee  
Confidentiality

A District employee who reports a potential threat may elect for the employee's identity to remain confidential and not be subject to disclosure under the state's public information law. The employee's identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat.

The District shall maintain a record of the identity of a District employee who elects for the employee's identity to remain confidential.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures, the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

STUDENT RECORDS

FL  
(LOCAL)

**Comprehensive System**

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

**Cumulative Record**

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

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

**Custodian of Records**

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

**Types of Education Records**

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

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



STUDENT RECORDS

FL  
(LOCAL)

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

**Access by Parents**

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

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

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

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

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

**Access by School Officials**

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

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

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

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

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

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

STUDENT RECORDS

FL  
(LOCAL)

5. Investigating or evaluating programs.

**Transcripts and  
Transfers of Records**

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

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

**Records  
Responsibility for  
Students in Special  
Education**

The director of the special education cooperative shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the office of the special education cooperative.

**Procedure to Amend  
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ~~ten~~10 District business days after the request is received.

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

The parents shall be notified of the decision in writing within ~~ten~~10 District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory  
Information**

The District has designated the following categories of information as directory information: student name, photograph, honors and awards received, grade level, enrollment status, and participation in officially recognized activities and sports.

# Instruction Sheet

## TASB Localized Policy Manual Update 122

### Three Way ISD-Erath County

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
ATTN	(NOTE)	No policy enclosed	See explanatory note
AF	(LEGAL)	Replace policy	Revised policy
AIB	(LEGAL)	Replace policy	Revised policy
BBB	(LEGAL)	Replace policy	Revised policy
BBBA	(LEGAL)	Replace policy	Revised policy
BBBB	(LEGAL)	Replace policy	Revised policy
BBBC	(LEGAL)	Replace policy	Revised policy
BBC	(LEGAL)	Replace policy	Revised policy
BBD	(LEGAL)	Replace policy	Revised policy
BBI	(LEGAL)	Replace policy	Revised policy
BE	(LEGAL)	Replace policy	Revised policy
C	(LEGAL)	Replace table of contents	Revised table of contents
CCA	(LEGAL)	Replace policy	Revised policy
CDA	(LEGAL)	Replace policy	Revised policy
CDB	(LEGAL)	Replace policy	Revised policy
CHE	(LEGAL)	Replace policy	Revised policy
CJA	(LEGAL)	Replace policy	Revised policy
CK	(LEGAL)	Replace policy	Revised policy
CKA	(LEGAL)	Replace policy	Revised policy
CKC	(LEGAL)	Replace policy	Revised policy
CKE	(LEGAL)	Replace policy	Revised policy
CKEA	(LEGAL)	Replace policy	Revised policy
CKEB	(LEGAL)	Replace policy	Revised policy
CKEC	(LEGAL)	Replace policy	Revised policy
CLA	(LEGAL)	Replace policy	Revised policy
CLE	(LEGAL)	Replace policy	Revised policy
CMD	(LEGAL)	Replace policy	Revised policy
CNA	(LEGAL)	Replace policy	Revised policy
CNC	(LEGAL)	Replace policy	Revised policy
CQA	(LEGAL)	Replace policy	Revised policy
CQB	(LEGAL)	Replace policy	Revised policy
CQB	(LOCAL)	Replace policy	Revised policy
CQC	(LEGAL)	Replace policy	Revised policy
CS	(LEGAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 122

### Three Way ISD-Erath County

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
CSA	(LEGAL)	ADD policy	See explanatory note
CSA	(LOCAL)	ADD policy	See explanatory note
CSB	(LEGAL)	ADD policy	See explanatory note
CSC	(LEGAL)	ADD policy	See explanatory note
CV	(LEGAL)	Replace policy	Revised policy
DBAA	(LEGAL)	Replace policy	Revised policy
DBE	(LEGAL)	Replace policy	Revised policy
DC	(LOCAL)	Replace policy	Revised policy
DEAA	(LEGAL)	Replace policy	Revised policy
DEC	(LEGAL)	Replace policy	Revised policy
DF	(LEGAL)	Replace policy	Revised policy
DG	(LEGAL)	Replace policy	Revised policy
DGC	(LEGAL)	Replace policy	Revised policy
DH	(LEGAL)	Replace policy	Revised policy
DI	(LEGAL)	Replace policy	Revised policy
DIA	(LEGAL)	Replace policy	Revised policy
DL	(LEGAL)	Replace policy	Revised policy
DLB	(LEGAL)	Replace policy	Revised policy
DMA	(LEGAL)	Replace policy	Revised policy
DP	(LEGAL)	Replace policy	Revised policy
DP	(LOCAL)	No policy enclosed	See explanatory note
EEB	(LEGAL)	Replace policy	Revised policy
EF	(LEGAL)	Replace policy	Revised policy
EFA	(LEGAL)	Replace policy	Revised policy
EFB	(LEGAL)	Replace policy	Revised policy
EHAA	(LEGAL)	Replace policy	Revised policy
EHAB	(LEGAL)	Replace policy	Revised policy
EHAC	(LEGAL)	Replace policy	Revised policy
EHB	(LEGAL)	Replace policy	Revised policy
EHB	(LOCAL)	Replace policy	Revised policy
EHBAA	(LEGAL)	Replace policy	Revised policy
EHBAB	(LEGAL)	Replace policy	Revised policy
EHBAD	(LEGAL)	Replace policy	Revised policy
EHBC	(LEGAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 122

### Three Way ISD-Erath County

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
EHBC	(LOCAL)	DELETE policy	See explanatory note
EHBCA	(LEGAL)	Replace policy	Revised policy
EHBCA	(LOCAL)	ADD policy	See explanatory note
EHBG	(LEGAL)	Replace policy	Revised policy
EHBK	(LEGAL)	Replace policy	Revised policy
EHDD	(LEGAL)	Replace policy	Revised policy
EHDE	(LEGAL)	Replace policy	Revised policy
EHDF	(LEGAL)	DELETE policy	See explanatory note
EI	(LEGAL)	Replace policy	Revised policy
EIA	(LEGAL)	Replace policy	Revised policy
EIC	(LOCAL)	No policy enclosed	See explanatory note
EIE	(LEGAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
EKB	(LEGAL)	Replace policy	Revised policy
F	(LEGAL)	Replace table of contents	Revised table of contents
FA	(LEGAL)	ADD policy	See explanatory note
FD	(LEGAL)	Replace policy	Revised policy
FDA	(LEGAL)	Replace policy	Revised policy
FDB	(LEGAL)	Replace policy	Revised policy
FEA	(LEGAL)	Replace policy	Revised policy
FEA	(LOCAL)	Replace policy	Revised policy
FEB	(LEGAL)	Replace policy	Revised policy
FEC	(LEGAL)	Replace policy	Revised policy
FED	(LEGAL)	Replace policy	Revised policy
FFAC	(LEGAL)	Replace policy	Revised policy
FFAC	(LOCAL)	Replace policy	Revised policy
FFAF	(LEGAL)	Replace policy	Revised policy
FFB	(LEGAL)	Replace policy	Revised policy
FFB	(LOCAL)	Replace policy	Revised policy
FFBA	(LEGAL)	Replace policy	Revised policy
FFEA	(LEGAL)	Replace policy	Revised policy
FFG	(LEGAL)	Replace policy	Revised policy
FL	(LEGAL)	Replace policy	Revised policy
FL	(LOCAL)	Replace policy	Revised policy

Instruction Sheet  
TASB Localized Policy Manual Update 122

**Three Way ISD-Erath County**

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
FM	(LEGAL)	Replace policy	Revised policy
FNCA	(LEGAL)	Replace policy	Revised policy
FNCC	(LEGAL)	Replace policy	Revised policy
FNCD	(LEGAL)	Replace policy	Revised policy
FNCF	(LEGAL)	Replace policy	Revised policy
FNCG	(LEGAL)	Replace policy	Revised policy
FNG	(LEGAL)	Replace policy	Revised policy
FO	(LEGAL)	Replace policy	Revised policy
FOC	(LEGAL)	Replace policy	Revised policy
FOCA	(LEGAL)	Replace policy	Revised policy
FOD	(LEGAL)	Replace policy	Revised policy
FODA	(LEGAL)	Replace policy	Revised policy
GBA	(LEGAL)	Replace policy	Revised policy
GBAA	(LEGAL)	Replace policy	Revised policy
GC	(LEGAL)	Replace policy	Revised policy
GKA	(LEGAL)	Replace policy	Revised policy
GKC	(LEGAL)	Replace policy	Revised policy
GKG	(LEGAL)	Replace policy	Revised policy
GRAC	(LEGAL)	Replace policy	Revised policy
GRB	(LEGAL)	Replace policy	Revised policy

# Three Way ISD

## Superintendent Evaluation

Name of Evaluator: Three Way ISD School Board or Trustees

Superintendent: Dr. Teddy Ott

Evaluation Period: 3/22/2023 - 12/20/2023

### I. Academic Achievement

- **Goal Setting:** The superintendent has set clear and measurable goals for improving academic achievement throughout the school district. Maintaining and enhancing innovative student-learning focused programs and priorities set out by the Strategic Plan and managed by the district improvement planning process.
  - **Indicators:**
    - Development of clear and measurable academic achievement goals for the district.
    - Alignment of goals with state standards, district priorities, and student needs.
    - Timely communication of goals to stakeholders, including teachers, parents, and students.
- 
- Exceeds Expectations
  - Meets Expectations
  - Needs Improvement
  - Unsatisfactory

- **Student Performance and Attendance:** The superintendent has demonstrated effective



leadership in implementing strategies to increase student performance, including standardized test scores, graduation rates, student attendance, and college and career readiness. Refining the Strategic Plan to refocus priorities and goals for the next five to seven years;

- **Indicators:**

- Improvement in standardized test scores (STAAR, EOC, etc.) across grade levels.
- Increase in the percentage of students meeting or exceeding state standards in reading and mathematics.
- Growth in the district's college and career readiness index, including tracking college admissions as well as level 1 and 2 industry-based certifications.
- Improvement in student attendance rates, including efforts to reduce truancy as well as loss of credit and/or grade level advancement due to attendance issues.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

- **Data Analysis:** The superintendent effectively utilizes data to identify areas of improvement and adjust district strategies accordingly.

- **Indicators:**

- Regular analysis of student performance data to identify strengths and weaknesses (Using routine assessment tools such as NWEA MAP, DMAC, and Cambium/TFAR).
- Effective use of data-driven decision-making in curriculum adjustments and instructional strategies (With the help of ESC9 support staff and outside consultants).
- Implementation of interventions for struggling students based on data analysis (Response to Intervention as well as enrichment activities).

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

## II. District Accountability Ratings

- **Student Achievement (TEA A-F Domain 1):** Evaluate the superintendent's performance in improving student achievement, considering STAAR performance, College, Career,

and Military Readiness, and Graduation Rate. Championing the existing use of research, data and positive results in decision-making at all levels;

- Indicators:

- Improvement in STAAR performance, specifically in math and reading in all grade levels.
- Increase in the percentage of students meeting or exceeding college and career readiness standards.
- Progress in raising the graduation rate, particularly among at-risk student populations.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

- **School Progress (TEA A-F Domain 2):** Evaluate the superintendent's performance in school progress, considering Academic Growth (measuring student growth in reading and math skills) and Relative Performance (comparing school/district performance in the Student Achievement domain relative to the percentage of economically disadvantaged students).

- Indicators:

- Positive academic growth in reading and math skills for all students (As assessed

in NWEA MAP and STAAR/EOC performance).

- Success in closing the achievement gap between economically disadvantaged and non-disadvantaged students.
- Implementation of targeted strategies to address disparities in performance among student groups.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

- **Closing the Gaps (TEA A-F Domain 3):** Evaluate the superintendent's performance in closing the gaps for all major student groups, including racial/ethnic groups, students in special education, economically disadvantaged students, and others. Consider how well the superintendent addresses performance in the following four areas and meets state targets:

- **Indicators:**

- Progress in closing achievement gaps for specific student groups (e.g., All Students, High Focus, White).

○ Achievement and progress in the four areas assessed under "Closing the Gaps" (e.g., Academic Achievement, CCMR, Graduation Rate, School Quality). ○ Implementation of programs and initiatives to support underperforming student groups.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

### III. District Culture and Core Values

- **Teamwork:** The superintendent fosters a culture of teamwork within the district, promoting collaboration among staff, teachers, and administrators. Continually invigorating the health of the collaborative culture and the work of the high performing teams; Championing the existing use of research, data and positive results in decision-making at all levels; Fostering and strengthening the positive, open, and engaged relationship with our community, parents, residents, businesses, service groups and legislators; Focusing on growing educational opportunities which align with the employment needs of regional businesses; and Ensuring continued financial stability of the district.
- **Indicators:**

- Promotion of collaboration among district staff, teachers, and administrators.
- Evidence of cross-functional teams working on district improvement projects.
- Encouragement of a positive and collaborative atmosphere within the district.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

- **Respect:** The superintendent promotes a culture of respect, ensuring that all members of the district community treat each other with respect and dignity.

- **Indicators:**

- Efforts to foster a respectful and inclusive environment for all students and staff.
- Implementation of anti-bullying and anti-discrimination programs.
- Training and professional development related to diversity and inclusion.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory

● **Accountability:** The superintendent demonstrates a commitment to accountability, both in their own actions and in holding others accountable for their responsibilities.

● **Indicators:**

- Demonstrated commitment to accountability in all aspects of district operations.
- Clear mechanisms for holding staff accountable for their roles and responsibilities.
- Transparent reporting of district goals, progress, and outcomes to stakeholders.

- Exceeds Expectations
- Meets Expectations
- Needs Improvement
- Unsatisfactory