

Board Workshop Agenda

Lake Travis Independent School District Board of Trustees

A meeting of the Board of Trustees of Lake Travis Independent School District will be held June 16, 2021, beginning at 6:00 PM in the Educational Development Center, Live Oak Room 607 RR 620 North Austin, TX 78734.

The subjects to be discussed or considered, or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this agenda.

1. Call To Order and Quorum Determination
2. Pledge of Allegiance and Moment of Silence
3. Public Comments/Citizen Participation
4. Presentation/Discussion Items
 - A. Redemption Resolution-Debt Management for 2021-2022 3
 - B. Elementary and Secondary School Emergency Relief (ESSER III) Grant Overview 23
 - C. May 2021 Monthly Financial Reports- Statement of Revenues and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Projects Report and Quarterly Investment Report 35
 - D. Agreement for the Purchase of Attendance Credits (Option 3 Agreement) for 2021-2022 41
 - E. Food and Nutrition Meal Prices for 2021-2022 42
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 - G. Board Notification under Board Policy CH (Local)-Kitchen Equipment for LTHS Annex 45
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 - E. Request for Proposals for Technology Consulting Firm to Perform a Technology Audit and Program Review 85
 - F. 2021-2022 Salary Adjustments and Compensation Plans 87
 - G. Consent Agenda
 1. Minutes of May 19, 2021 Board Meeting Minutes 102

6. Upcoming Meetings and Events
 - A. July 21, 2021, 6:00 p.m. - Monthly Board Meeting, EDC
 - B. August 18, 2021, 6:00 p.m. - Monthly Board Meeting, EDC
7. Closed Session - Trustees will adjourn into Closed Session as permitted by the Texas Government Code 551.001 et. seq.
 - A. Section 551.074 - Personnel Matters
 1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071)
 - B. Section 551.071 - Consultation with Attorney
 1. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071 (2).
 - C. Section 551.072 - Deliberation Regarding Real Property
 1. The Board will discuss the purchase, exchange, lease or value of real property. (This may involve consultation with attorney as permitted under section 551.071.)
 - D. Section 551.0821 - School Board: Personally Identifiable Information About a Public School Student
 1. The Board will discuss personally identifiable information about a public school student.
 - E. Section 551.076 - Deliberation Regarding Security Devices or Security Audits; Closed Meeting. This chapter does not require a governmental body to conduct an open meeting to deliberate:
 1. The deployment, or specific occasions for implementation of security personnel or devices.
8. Adjournment



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Redemption Resolution-Debt Management for 2021-2022

RECOMMENDED ACTION

For Discussion only - Consideration will be requested at the July 21, 2021 Board Meeting

RATIONALE

For the 2020 Tax Year, Lake Travis Independent School District has a projected taxable property value increase of 17%. This increase in value will allow the district to redeem an additional \$21,690,000 in outstanding obligations from its Unlimited Tax School Building Bonds, Series 2012 and Variable Rate Unlimited Tax School Building Bonds, Series 2018B. By aggressively paying down the district's debt service requirements, Lake Travis Independent School District is able to save the citizens of the district interest and also build capacity for future bond programs. Including the upcoming defeasance, the district will have early retired approximately \$87.9 million and refinanced \$252 million since 2013, saving the taxpayers approximately \$97.3 million of interest over the life of the outstanding bonds.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO

Brad Goerke, Director of Accounting & Budget/Comptroller

ATTACHMENTS

1. RBC Capital Markets Defeasance Discussion
2. Lake Travis ISD-2020 Defeasance Redemption Resolution

MEETING DATE

June 16, 2021

Lake Travis Independent School District

Preliminary Defeasance Analysis and
Current Market Update

June 9, 2021



Capital
Markets

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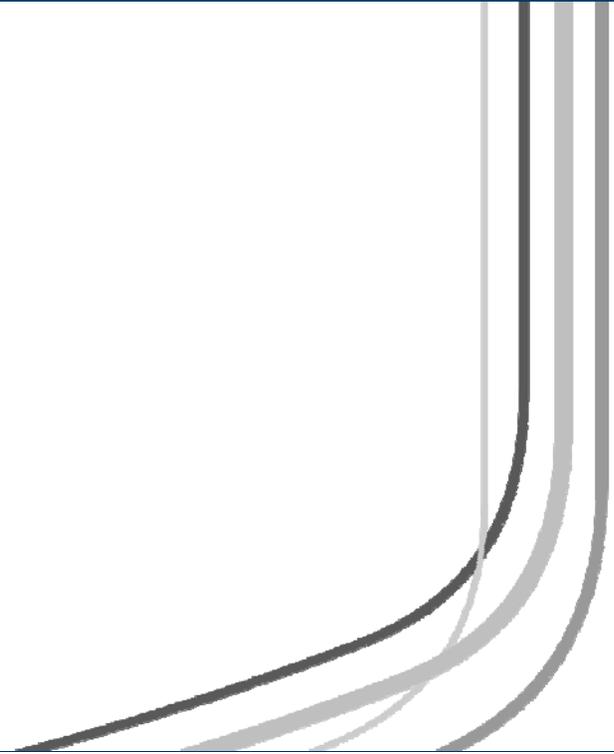
robert.d.traylor@rbccm.com

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2. Economic Conditions and Market Update

Current Bond Profile and Preliminary Defeasance Analysis

Section 1



Current District Debt

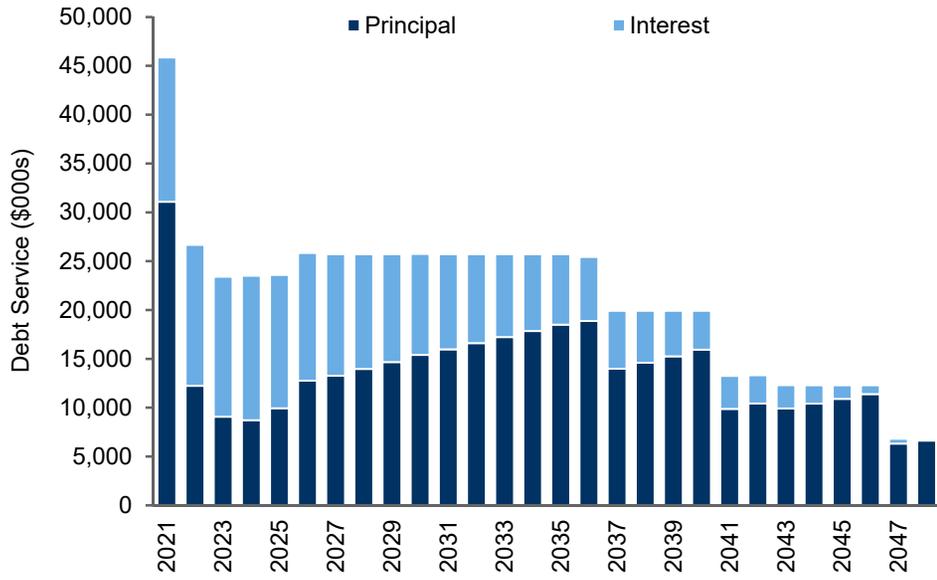
Outstanding Debt Profile

Lake Travis ISD Debt Profile

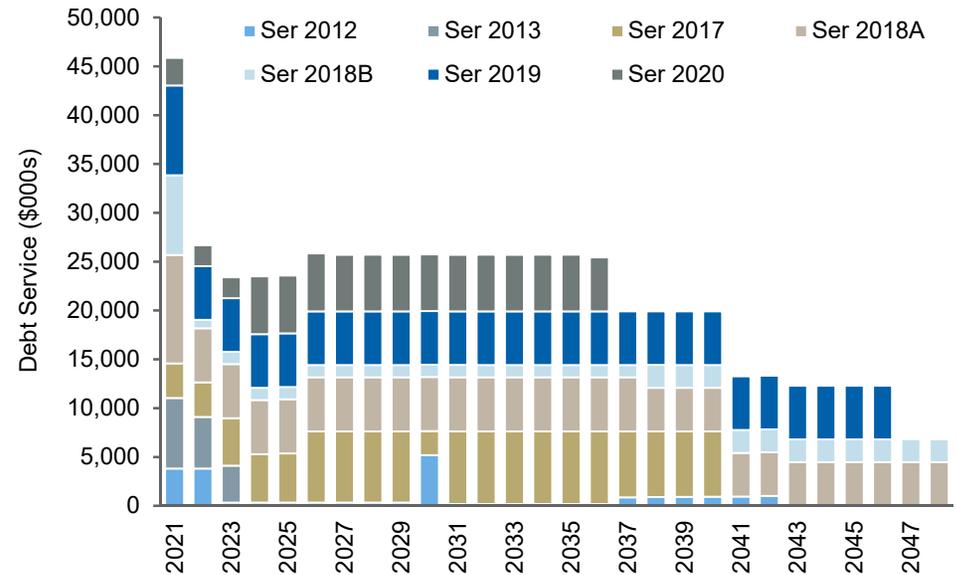
Issue	Issued Par Amount	Outstanding Par Amount	Coupon Range of Callable Bonds	First Call Date	Final Maturity	Structure	Use of Proceeds
U/L Tax Sch Bldg Bds Ser 2012	\$143,120,000	\$13,325,000	3.000% - 5.000%	02/15/2021	02/15/2042	Fixed Rate	School Bldg & Buses
U/L Tax Ref Bds Ser 2013	104,600,000	8,665,000	N/A	N/A	02/15/2023	Fixed Rate	Refunding
U/L Tax Ref Bds Ser 2017	82,905,000	81,040,000	4.000% - 5.000%	02/15/2027	02/15/2040	Fixed Rate	Refunding
U/L Tax Sch Bldg Bds Ser 2018A	108,735,000	82,155,000	4.000% - 5.000%	02/15/2027	02/15/2048	Fixed Rate	Sch Bldg & Buses
Var Rate U/L Tax Sch Bldg Bds Ser 2018B	34,870,000	17,940,000	2.625%	02/15/2022	02/15/2048	Fixed Rate	Sch Bldg & Buses
U/L Tax Sch Bldg Bds Ser 2019	92,705,000	84,385,000	3.750% - 5.000%	02/15/2025	02/15/2046	Fixed Rate	Sch Bldg & Buses
U/L Tax Ref Bds Taxable Ser 2020	64,450,000	63,225,000	1.651% - 2.071%	02/15/2030	02/15/2036	Fixed Rate	Refunding
Total	\$631,385,000	\$350,735,000					

Defeasance Candidates

Outstanding Unlimited Tax Debt by Principal & Interest



Outstanding Unlimited Tax Debt by Series



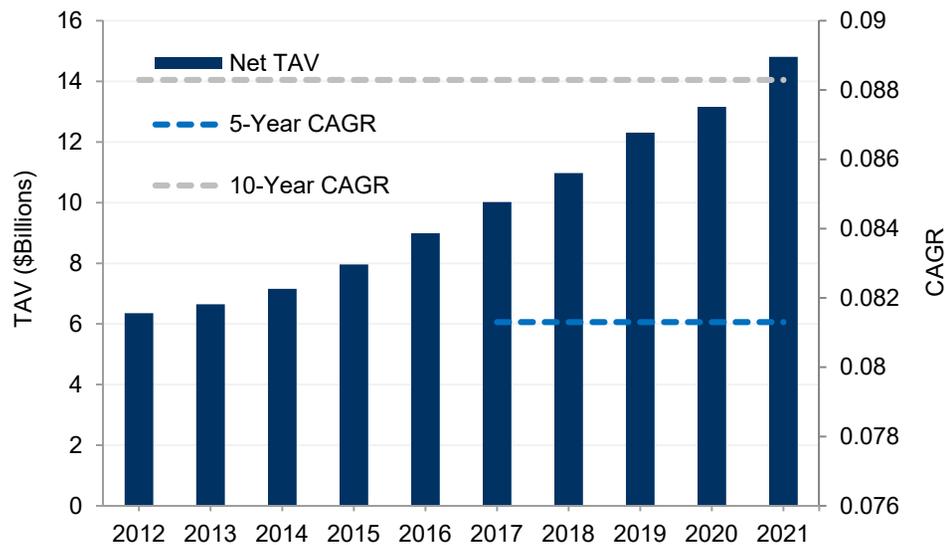
Historical TAV and Tax Rates

Historical TAV and Tax Rates

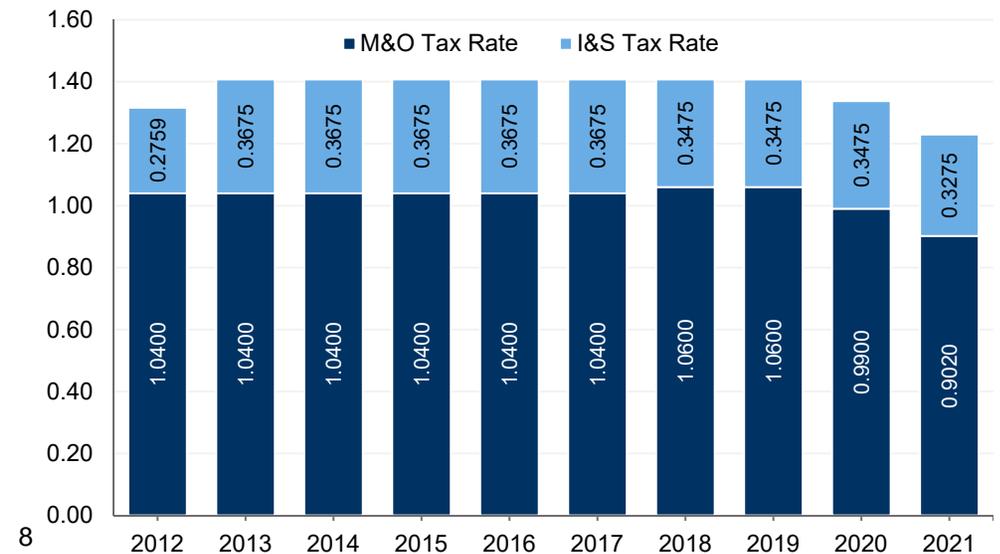
Tax Year	FYE	Net TAV	TAV Growth	M&O Tax Rate	I&S Tax Rate	Total Tax Rate
2011	2012	6,355,057,732	2.64%	1.0400	0.2759	1.3159
2012	2013	6,647,760,522	4.61%	1.0400	0.3675	1.4075
2013	2014	7,157,958,622	7.67%	1.0400	0.3675	1.4075
2014	2015	7,960,090,271	11.21%	1.0400	0.3675	1.4075
2015	2016	8,990,965,485	12.95%	1.0400	0.3675	1.4075
2016	2017	10,019,351,336	11.44%	1.0400	0.3675	1.4075
2017	2018	10,975,753,835	9.55%	1.0600	0.3475	1.4075
2018	2019	12,309,934,413	12.16%	1.0600	0.3475	1.4075
2019	2020	13,160,460,559	6.91%	0.9900	0.3475	1.3375
2020	2021	14,810,782,313	12.54%	0.9020	0.3275	1.2295
5-Yr CAGR*			8.13%			
10-Year CAGR*			8.83%			

* Compound Annual Growth Rate ("CAGR")

Historical TAV



Historical Tax Rates



Lake Travis ISD – Redemption Discussion

2021/22 Bond Defeasance

By calling portions of the District's outstanding Unlimited Tax School Building Bonds, Series 2012 and Variable Rate Unlimited Tax School Building Bonds, Series 2018B, the District will realize savings by retiring bonds ahead of their stated maturity. This is similar to making additional principal payments on your home mortgage in order to pay it off early. The estimated savings are summarized below.

Defeasance Candidates

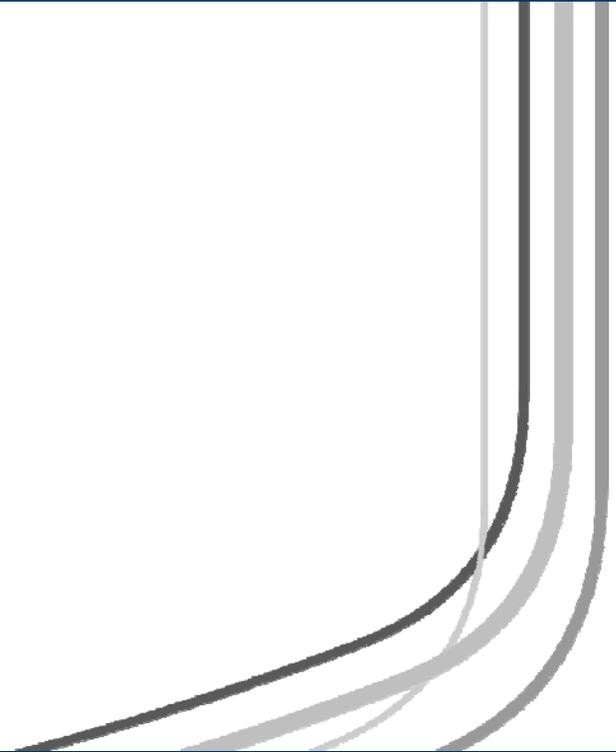
Series	Est. Par Defeased	Estimated Interest Savings	Maturites Defeased
Unlimited Tax School Building Bonds, Series 2012	\$ 3,750,000	\$ 2,406,275	2037 - 2042
Variable Rate Unlimited Tax School Building Bonds, Series 2018B	17,940,000	14,282,723	2038 - 2048
Total		\$ 16,688,998	

Historical Refunding and Defeasance Summary

Issue	Total Refunded	Maturities Refunded	Savings
Series 2013	\$ 108,010,000	Series 2004 (2015-2022) Series 2006 (2017-2036)	13,584,577
2014 Call	2,200,000	Series 2006A (2017-2036)	207,500
2015 Call	3,355,000	Series 2005 (2015-2017)	255,750
2015 Defeasance	2,112,750	Series 2005 (2016-2017)	460,788
2016 Call	9,612,760	Series 2006A (2020)	2,905,740
2017 Call/Defeasance	15,720,000	Series 2006 (2017-2019) Series 2006 (2034-2036) Series 2006 (2018-2033) Series 2008 (2019-2020)	9,936,109
Series 2017	84,090,000	Series 2012 (2042) Series 2012 (2023-2029)	14,614,871
2018 Defeasance	16,285,000	Series 2012 (2031-2041)	11,823,461
2019 Defeasance	3,525,000	Series 2012 (2023-2025)	5,624,801
2020 Defeasance	6,000,000	Series 2012 (2041-2042)	4,947,678
Series 2020	64,455,000	Series 2018B (2038-2048)	10,351,852
2021 Defeasance	7,405,000	Series 2018B (2038-2048)	5,896,690
2022 Redemption (Estimated)	21,690,000	Series 2012 (2037-2042) Series 2018B (2038-2048)	16,688,998
Total	\$ 344,460,510⁹		\$ 97,298,814

Economic Conditions and Market Update

Section 2



Current Market Review

Economic Update

U.S. Economic Overview

- US equities advanced during the holiday-shortened week; the DJIA, S&P, and Nasdaq rose 0.7%, 0.6%, and 0.5%, respectively.
- Non-farm payrolls rose 559k in May, missing the consensus forecast of 675k; April's number was revised from 266k to 278k.
- ISM data revealed stronger-than-forecast growth in the manufacturing and services sectors of the economy in May.
- Durable goods orders declined 1.3% in April, in line with the consensus forecast.
- The inflation narrative continues to be a core focus of market participants across asset classes.
- IG/corporate issuance totaled \$20.7bn last week, bringing year-to-date supply to \$704bn.

U.S. Equity Market



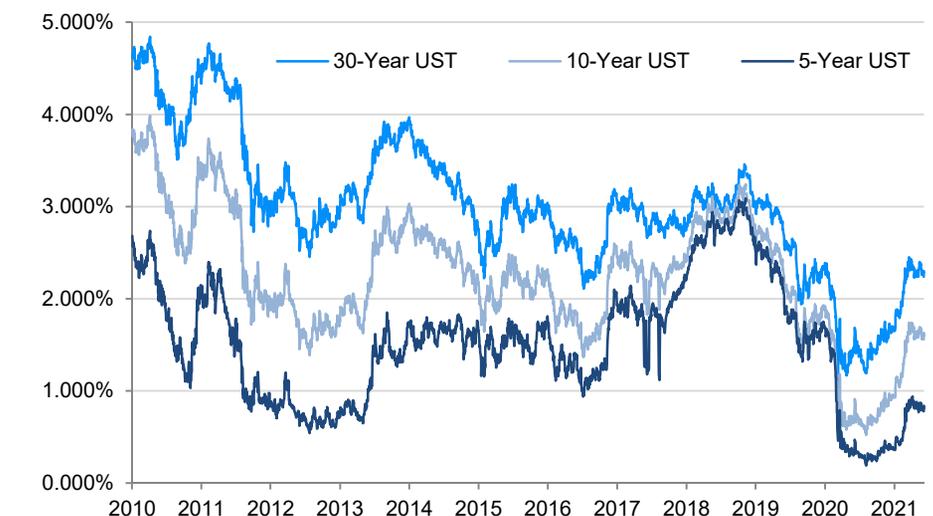
RBC Economic Outlook and Interest Rate Forecasts⁽¹⁾

	Q2'21	Q3'21	Q4'21	Q1'22	Q2'22
Real GDP (QoQ)	10.50	5.50	3.00	1.90	1.90
Core Inflation (YoY)	3.60	2.90	2.70	2.20	1.80
Fed Funds*	0.13	0.13	0.13	0.38	0.38
2-Year Notes	0.20	0.40	0.60	0.90	1.10
5-Year Notes	1.20	1.35	1.45	1.50	1.60
10-Year Notes	1.80	1.90	2.00	2.05	2.10
30-Year Bonds	2.40	2.45	2.50	2.60	2.60

(1) RBC Rate and Economic Forecast as of May 6, 2021.

*Top of 25 basis point range.

U.S. Treasury Rates



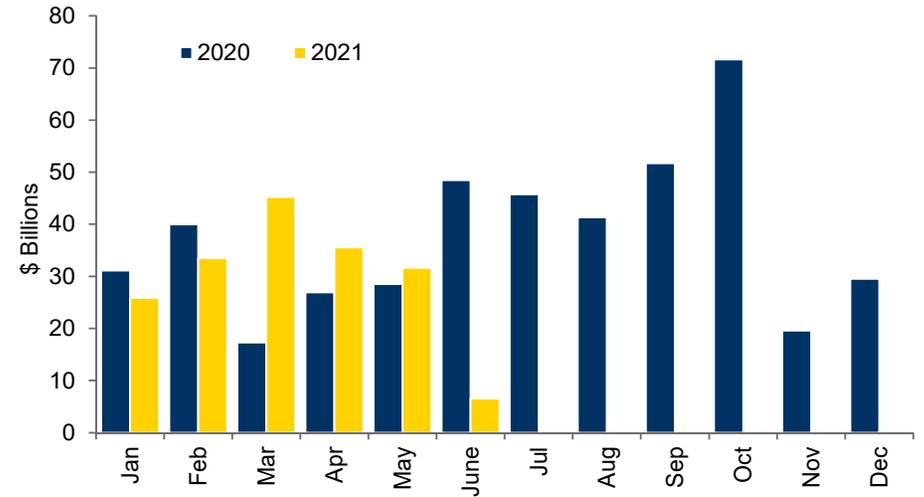
Current Market Review

Municipal Market Update

Municipal Market Overview

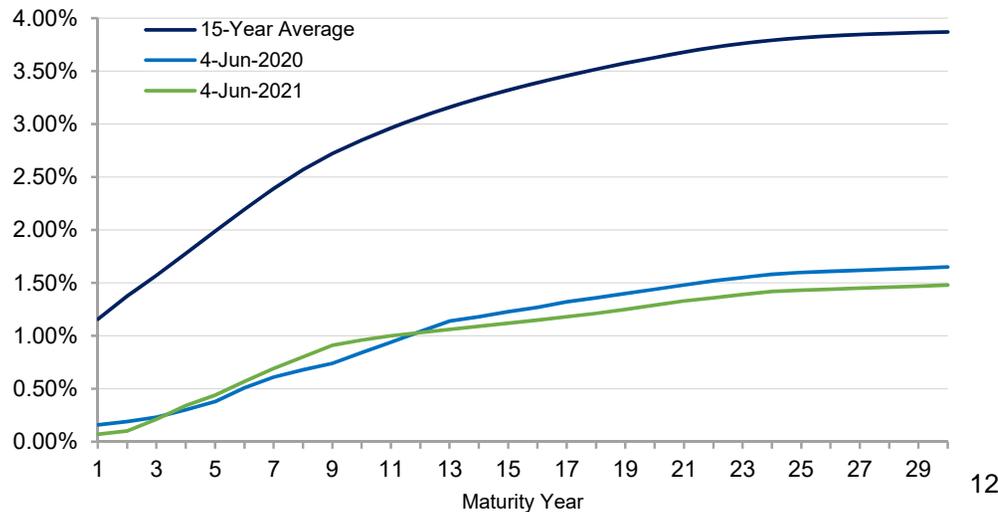
- **2020 Municipal Supply:** \$452 billion
- **2021 Municipal Supply (Forecast):** \$425 billion
- Treasury auctions include \$58bn 3s on Tuesday, \$38bn 10s on Wednesday, and \$24bn 30s on Thursday.
- Municipal supply totaled \$5.6bn last week, and 12% of the issuance was taxable.
- This week brings the third-largest municipal calendar of the year, totaling \$11.2bn.
- Municipal bond funds reported net inflows of \$997mm last week – the 13th straight week of inflows.
- High-yield funds continued to benefit from an outsized share of the inflows as investor seek incremental yield.

2020 – 2021 Monthly Supply* (\$ Billions)

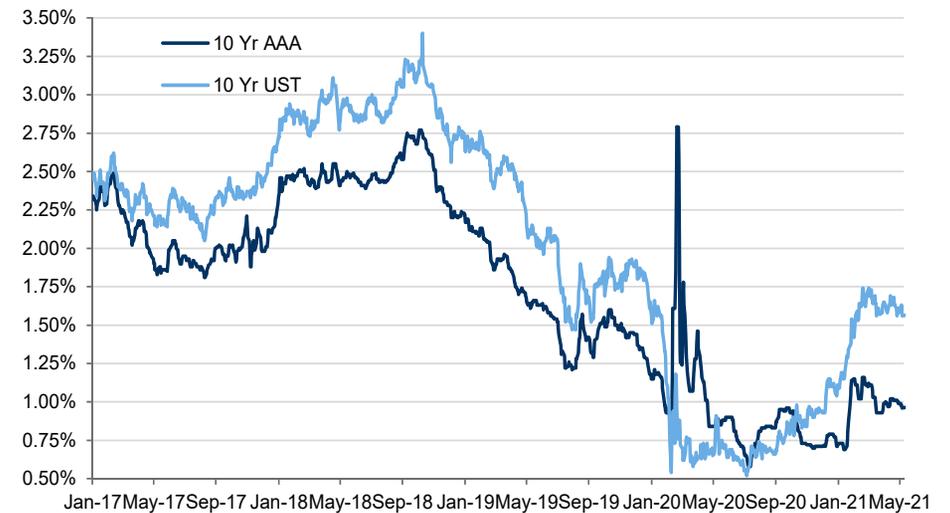


* Publicly offered municipal debt; excludes private placements.

Today's MMD Curve in Context



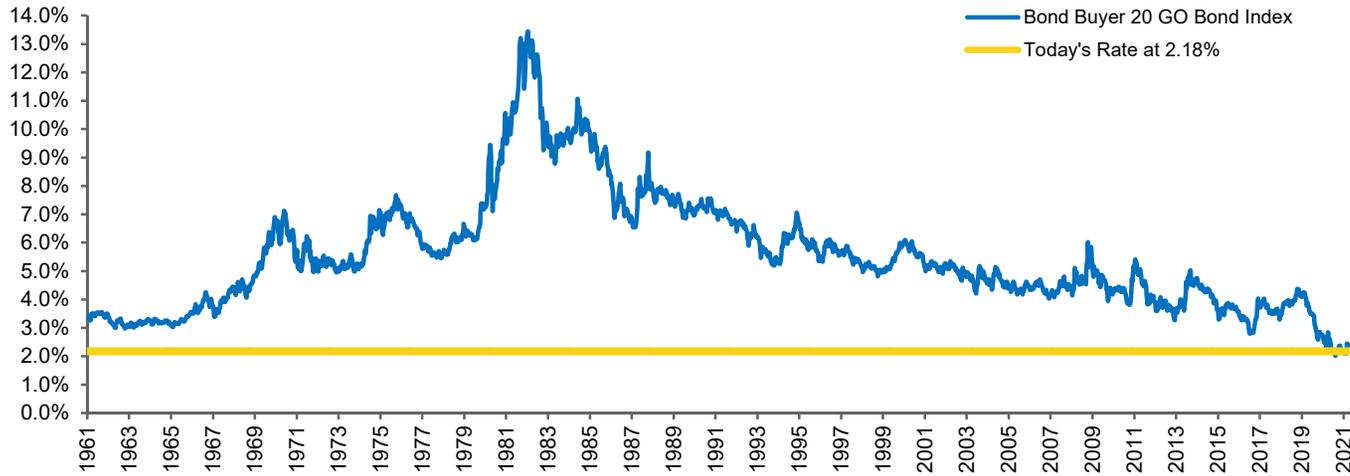
Tax-Exempt and Taxable Yield Trends: January 1, 2017 - Present



Current Market Review

BBI 20 Index and Municipal Fund Flows

Bond Buyer 20 GO Bond Index Since 1961

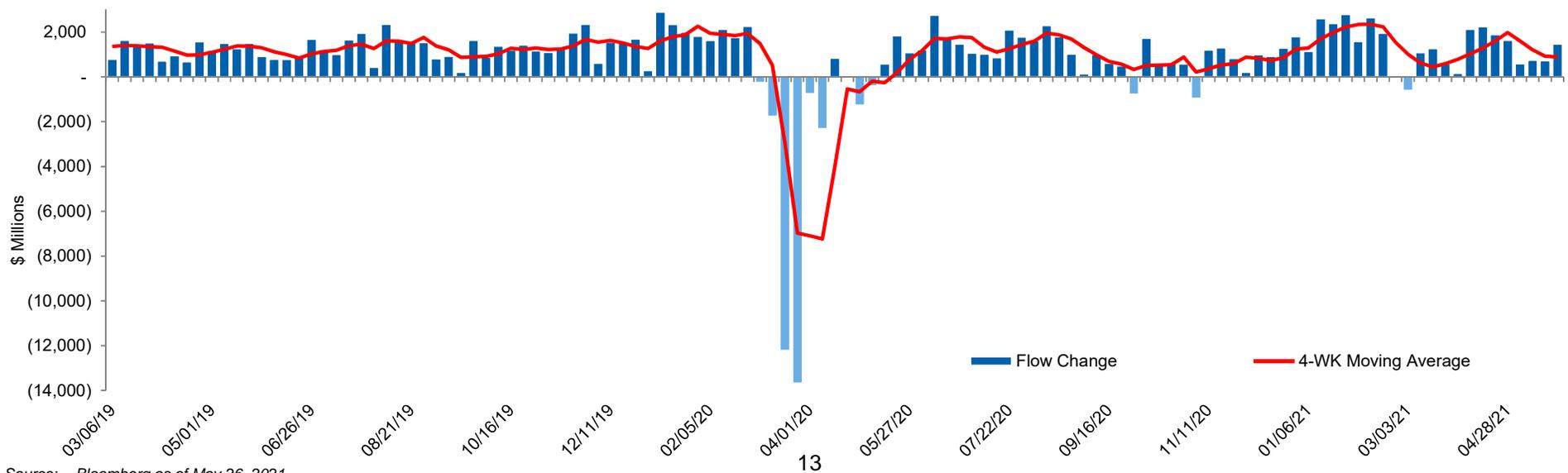


% of Time in Each Range Since 1961

Yield Range		
Less than 3.50%	12.82%	<div style="width: 12.82%;"></div>
3.50% - 4.00%	10.69%	<div style="width: 10.69%;"></div>
4.01% - 4.50%	11.14%	<div style="width: 11.14%;"></div>
4.51% - 5.00%	9.58%	<div style="width: 9.58%;"></div>
5.01% - 5.50%	13.36%	<div style="width: 13.36%;"></div>
5.51% - 6.00%	9.30%	<div style="width: 9.30%;"></div>
6.01% - 6.50%	7.20%	<div style="width: 7.20%;"></div>
6.51% - 7.00%	6.57%	<div style="width: 6.57%;"></div>
7.01% - 7.50%	5.93%	<div style="width: 5.93%;"></div>
7.51% - 8.00%	3.49%	<div style="width: 3.49%;"></div>
Greater than 8.00%	9.93%	<div style="width: 9.93%;"></div>
Total	100.00%	

Today's 2.18% level is lower than 99.43% of historical rates since January 1961.

Lipper Municipal Fund Flows



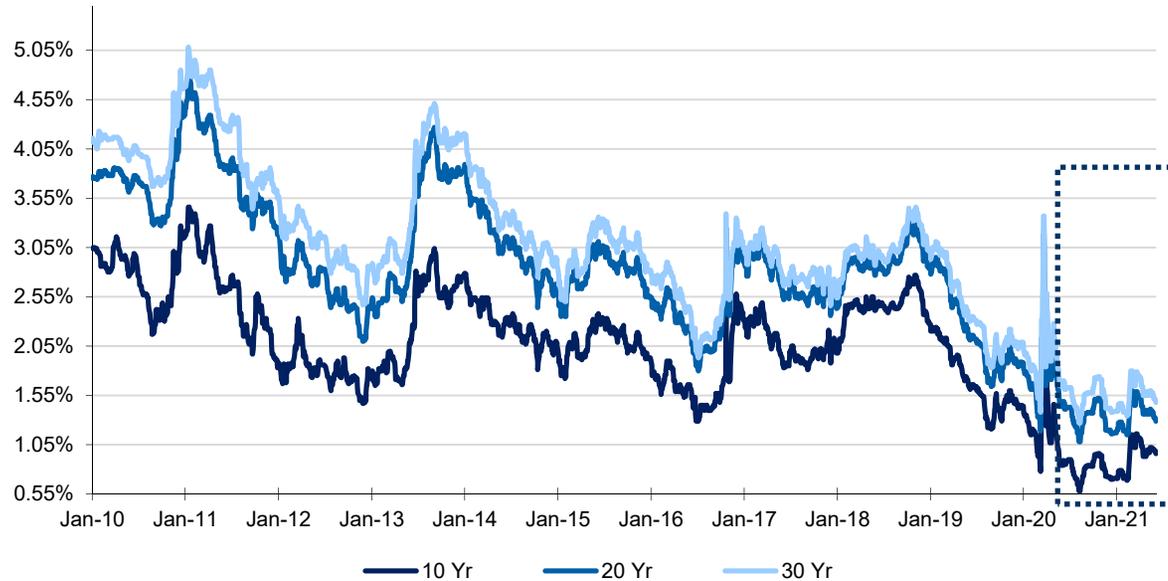
Source: Bloomberg as of May 26, 2021.
Thomson Municipal Market Data

Current Market Review

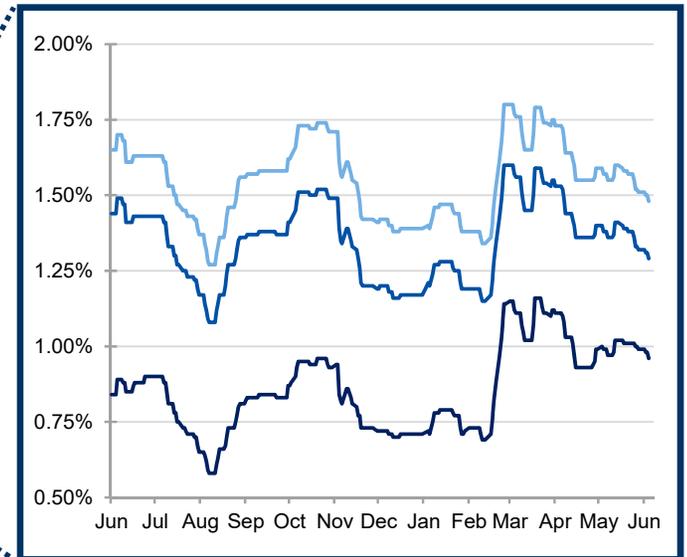
Municipal Market Data – 30 Year "AAA" Rates

- After closing at 1.51% the previous week, the 30-year "AAA" MMD decreased 3 bps from May 28 – June 4, closing at the current rate of 1.48%.

"AAA" MMD January 1, 2010 to Present



Shift in "AAA" MMD Since June 2020



January 1, 2010 to Present

	10-Year	20-Year	30-Year
Maximum	3.460%	4.890%	5.080%
Minimum	0.580%	1.080%	1.270%
Current	0.960%	1.290%	1.480%

Shift in 30-year "AAA" MMD

2014	2015	2016	2017	2018	2019	2020
-1.34%	-0.01%	0.27%	-0.51%	0.47%	-0.93%	-0.70%

June 1, 2020 to Present

	10 Yr	20 Yr	30 Yr
Maximum	1.160%	1.600%	1.800%
Minimum	0.580%	1.080%	1.270%
Average	0.862%	1.348%	1.550%

Source: TM3, Thomson Reuters
10, 20, and 30 year "AAA" MMD shown to represent different average lives of municipal transactions
Rates as of June 4, 2021

Disclaimer

Sources include: https://www.rbccm.com/assets/rbccm/docs/uploads/2017/RBCCM_Muni_Markets_Weekly_Newsletter.pdf, <http://www.rbc.com/economics/>, RBC Capital Markets.

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A RESOLUTION BY THE BOARD OF TRUSTEES OF THE LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT PROVIDING FOR THE DEFEASANCE AND CALLING FOR REDEMPTION CERTAIN CURRENTLY OUTSTANDING DISTRICT OBLIGATIONS; DIRECTING THE BOARD SECRETARY, OR A DESIGNEE THEREOF, TO EFFECTUATE THE REDEMPTION OF THESE OBLIGATIONS; AUTHORIZING THE EXECUTION OF AN ESCROW AGREEMENT; DELEGATING TO CERTAIN DISTRICT OFFICIALS AND STAFF THE AUTHORITY TO EFFECTUATE MATTERS HEREIN RESOLVED; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Board previously adopted an order on January 26, 2012 (the *2012 Bond Order*) authorizing the issuance of obligations designated as “Lake Travis Independent School District Unlimited Tax School Building Bonds, Series 2012,” dated February 15, 2012, in the original principal amount of \$143,120,000 (the *2012 Outstanding Obligations*); and

WHEREAS, the Board previously adopted an order on January 23, 2018 (the *2018 Bond Order* and, together with the 2012 Bond Order, the *Bond Orders*) authorizing the issuance of obligations designated as “Lake Travis Independent School District Variable Rate Unlimited Tax School Building Bonds, Series 2018B,” dated February 15, 2018, in the original principal amount of \$34,870,000 (the *2018B Outstanding Obligations* and, together with the 2012 Outstanding Obligations, the *Outstanding Obligations*); and

WHEREAS, the 2012 Outstanding Obligations are currently outstanding in the principal amount of \$13,325,000 and mature on February 15 in each of the years 2022, 2030, and 2042 and are subject to redemption, at the District’s option, on February 15, 2022 or any date thereafter; and

WHEREAS, the 2018 Outstanding Obligations are currently outstanding in the principal amount of \$17,940,000 and mature on February 15, 2048 and are subject to redemption, at the District’s option, on February 15, 2022 or any date thereafter; and

WHEREAS, the Bond Orders provide the notice requirements to effectuate the respective redemption of the Outstanding Obligations that are subject to redemption prior to their applicable Stated Maturity; and

WHEREAS, it is in the best interest of the District and its residents to defease and redeem certain of the Outstanding Obligations prior to their Stated Maturity, extinguishing the District’s payment obligations with respect thereto at the time of defeasance, and calling certain of the Outstanding Obligations for optional redemption on February 15, 2022, all as herein provided; now, therefore,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT THAT:

SECTION 1. The Board hereby authorizes an Authorized Official to use District funds realized from interest and sinking fund tax collections or any other lawfully available sources (the *Defeasance Proceeds*), in an amount necessary and sufficient, prior to the end of the District’s fiscal year ending August 31, 2022, to defease \$21,690,000 in principal amount of the Outstanding Obligations to their February 15, 2022 redemption date (such identified Outstanding Obligations,

the *Defeased Obligations*). An Authorized Official shall accomplish the defeasance and redemption of the Defeased Obligations by establishing and funding with Defeasance Proceeds prior to August 31, 2022 the hereinafter-defined Escrow Fund pursuant to the provisions of Section 3 hereof. Notwithstanding the foregoing, an Authorized Official may increase the principal amount of the Defeased Obligations after taking into account available District funds from the sources identified above, interest earnings on Escrow Fund deposits, and final costs related to establishment of the Escrow Fund, with the goal of maximizing the principal amount of the Defeased Obligations.

SECTION 2. An Authorized Official is authorized to, and shall the Defeased Obligations to be redeemed on February 15, 2022. This election to redeem is irrevocable upon adoption of this Resolution by the Board. The form of each Notice of Redemption for the respective Called Obligations are attached as Exhibit A hereto and incorporated by reference for all purposes.

SECTION 3. The Escrow and Trust Agreement, dated as of June 16, 2021 (the *Agreement*), by and between the District and the Escrow Agent and relating to the Defeased Obligations and attached hereto as Exhibit B and incorporated herein by reference as a part of this Resolution for all purposes, is hereby approved as to form and content, and such Agreement, together with such changes or revisions as may be necessary to accomplish the defeasance of the Defeased Obligations or benefit the District, is hereby authorized to be executed by an Authorized Official, for and on behalf of the District and as the act and deed of this Board; and such Agreement as executed by said Authorized Official shall be deemed approved by the Board and constitute the Agreement herein approved.

Furthermore, each Authorized Official, the District's Financial Advisor, and the District's Bond Counsel, in cooperation with the Escrow Agent, are hereby authorized and directed to make the necessary arrangements for the deposit of cash and/or the purchase of any securities referenced in the Agreement and the delivery thereof to the Escrow Agent upon delivery to the Escrow Agent of the Defeasance Proceeds for deposit to the credit of the "LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2012 (2022 DEFEASANCE) ESCROW FUND" (the *2012 Escrow Fund*) and upon delivery to the Escrow Agent of the Defeasance Proceeds for deposit to the credit of the "LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT VARIABLE RATE UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2018B (2022 DEFEASANCE) ESCROW FUND" (the *2018B Escrow Fund*, and together with the 2012 Escrow Fund, the *Escrow Fund*), including the execution of the subscription forms, if any, for the purchase and issuance of the "United States Treasury Securities - State and Local Government Series" for deposit to the Escrow Fund; all as contemplated and provided by the provisions of Chapter 1207, as amended, Texas Government Code, this Resolution, and the Agreement.

SECTION 4. The President and Secretary of the Board are authorized and instructed to give notice of redemption described herein to the paying agent/registrar for the Defeased Obligations for further delivery thereby to the holders thereof, as provided in the Bond Order.

SECTION 5. The Board hereby authorizes each Authorized Official to appoint a verification agent (the *Verification Agent*) to verify the sufficiency of the deposit to the Escrow Fund to accomplish the defeasance of the Defeased Obligations, to the extent such appointment is necessary or desired.

SECTION 6. Each Authorized Official is authorized to evidence adoption of this Resolution and to do any and all things necessary or convenient to effect the redemption of the Defeased Obligations herein described and otherwise give effect to the intent and purpose hereof.

SECTION 7. The Board hereby directs that Defeasance Proceeds shall include amounts sufficient to pay professional fees and expenses of the District's Bond Counsel, the District's Financial Advisor, the Escrow Agent, the Verification Agent, the paying agent/registrars for the Defeased Obligations, respectively and as applicable, and any other party whose services have been determined by the District to be necessary to accomplish the purpose and intent of this Resolution. Use of Defeasance Proceeds to pay these expenses is hereby approved.

SECTION 8. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 9. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 10. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 11. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 12. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 13. Though such parties may be identified, and the entry into a particular form of contract may be authorized herein, the Board hereby delegates to the Board President, Board Vice President, Board Secretary, Superintendent of Schools, and the Assistant Superintendent for Business, Financial and Auxiliary Services/Chief Financial Officer (each of the foregoing, an *Authorized Official*) the authority to independently select the counterparty to any agreement with the Escrow Agent, Verification Agent or any other contract that is determined by an Authorized Official, the District's Financial Advisor, or Bond Counsel to be necessary or incidental to carry out the provisions of this Resolution, as long as each of such contracts has a value of less than the amount referenced in Section 2252.908 of the Texas Government Code (collectively, the *Ancillary Bond Contracts*); and, as necessary, to execute the Ancillary Bond Contracts on behalf and as the act and deed of the District. The Board has not participated in the selection of any of the business entities which are counterparties to the Ancillary Bond Contracts.

SECTION 14. Capitalized terms used but not otherwise defined herein shall have the same meanings as set forth in the Bond Order.

SECTION 15. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

* * *

PASSED AND APPROVED, this the 16th day of June, 2021.

LAKE TRAVIS INDEPENDENT SCHOOL
DISTRICT

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(DISTRICT SEAL)

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EXHIBIT A

NOTICES OF REDEMPTION

EXHIBIT B
ESCROW AGREEMENT



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Elementary and Secondary School Emergency Relief (ESSER III) Grant Overview

RECOMMENDED ACTION

For Presentation Only.

RATIONALE

Presentation of the American Rescue Plan Elementary and Secondary School Emergency Relief (ESSER III) grant application process and the allowable uses of funds. Lake Travis ISD qualifies for ESSER III federal funding in the amount of \$3,026,404 to be used over the next three years to help school districts safely reopen and to address the impact of the coronavirus pandemic on students.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO

Stefani Allen, Senior Executive Director of Curriculum & Instruction

ATTACHMENTS

Elementary and Secondary School Emergency Relief (ESSER III) Presentation

MEETING DATE

June 16, 2021

Lake Travis ISD

Elementary and Secondary School Emergency Relief (ESSER III) Overview

24

June 16, 2021

Purpose

Funds should be used for:

- Responding to the pandemic
- Help to safely open schools
- Addressing the resulting impact on students

Distribution of Funds

Funding will be distributed to districts based on their relative share of Title I, Part A federal funding.

Initial Allocation ($\frac{2}{3}$)	\$2,017,603
Remaining Allocation ($\frac{1}{3}$)	<u>\$1,008,801</u>
Total Allocation	\$3,026,404

26

USDE has only released two-thirds of the state's allocation to TEA. Funds may be spent through September 30, 2024.

ESSER III Grant Application Requires Two Plans

Use of Funds Plan

**Return to In-Person²⁷
Instruction and
Continuity of Services
Plan**

Use of Funds Plan – Allowable Uses of Funds

Including but is not limited to:

- **Professional Development** - Reading Academies, high-quality instructional materials, dyslexia training, professional development stipends, technology integration training
- **Extended Instructional Time** - extended day, extended year, tutoring, summer learning²⁸
- **Staffing** - tutors, reduced class sizes, small group instruction, staff retention and recruitment incentives, after school enrichment programs, instructional coaching
- **Facilities** - ventilation, cleaning, HVAC systems, specialized instructional spaces
- **Technology** - devices, infrastructure upgrades, learning management systems, digital tools, educational application
- **Mental Health and Behavioral Supports** - social workers, at-risk coordinators, additional counseling services, teacher training, wrap-around and community partnerships

Spending Set-Aside Requirement

Districts must expend a minimum of 20% to address learning loss and academic impact.

Learning Recovery Set-Aside

- **Evidence-based Interventions** such as summer learning, comprehensive after-school programs, or extended school year programs
- **Ensure Interventions**
 - Respond to students' academic, social, and emotional needs
 - Address disproportionate impact of coronavirus on student populations including Title I, homeless students and youth in foster care

Return to In-Person Instruction and Continuity of Services Plan

Plan must address:

- How the district will maintain the health and safety of students, educators and other staff
- How the district will ensure continuity of services, including but not limited to services to address student academic needs and student and staff social, emotional, mental health and other needs.

Stakeholders Input

- Districts are required to engage in meaningful consultation with stakeholders while developing the plans
- Lake Travis ISD will seek input from stakeholders through the following methods:

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**ESSER Planning
Committee comprised
of District and Campus
Leaders**

**District Staff, Student,
Parent and Community
Survey**

Overview of Planning Process

May and June

Committee meeting with District and Campus Leaders on District Needs

June 16 - 25

Seek Input from Stakeholders

Prior to July 21

Develop Plans to include Stakeholder Input

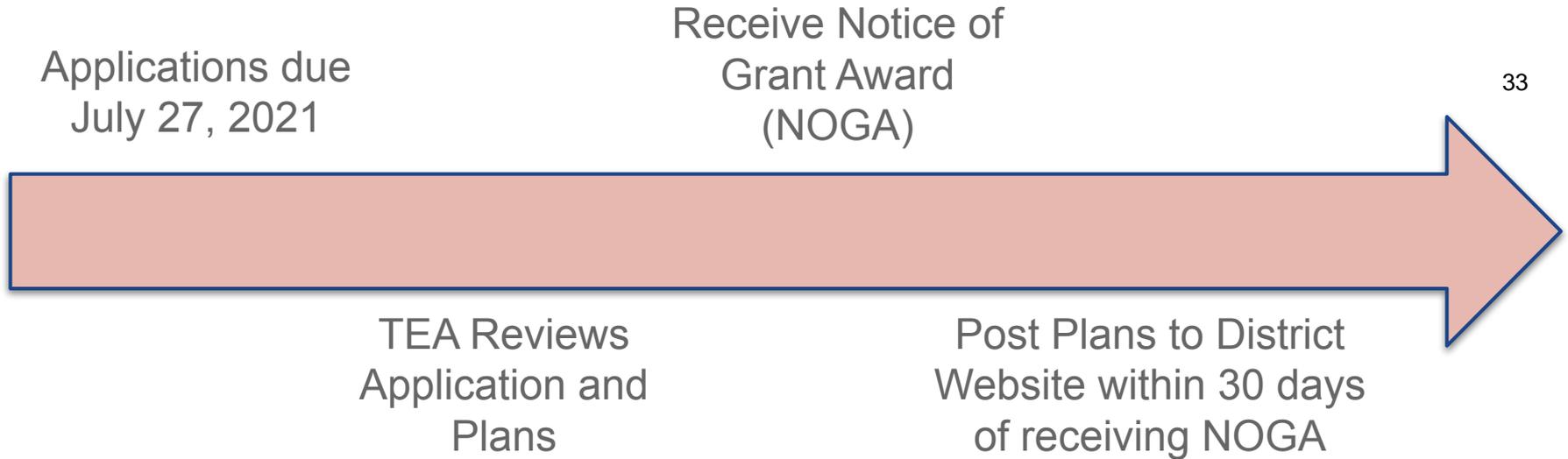
July 21

Present Plans to Board of Trustees and Community for Public Comment

Prior to July 27

Incorporate Input into Revised Plans and Submit Grant Application to TEA

Grant Application Submission Timeline



Lake Travis ISD

Elementary and Secondary School Emergency Relief (ESSER III) Overview

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Questions?



AGENDA ITEM ACTION SHEET

AGENDA ITEM

May 2021 Monthly Financial Reports-Statement of Revenues and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Projects Report and Quarterly Investment Report

RECOMMENDED ACTION

For Presentation only.

RATIONALE

To provide a financial update to the Board and community regarding the financial position of the school district.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO
Brad Goerke, Director of Accounting & Budget/Comptroller

ATTACHMENTS

1. Statement of Revenues and Expenditures-May 2021
2. Balance Sheet-May 2021
3. Tax Statement-May 2021
4. 2018 Capital Projects Report-May 2021
5. Quarterly Investment Report-May 2021

MEETING DATE

June 16, 2021

Lake Travis ISD
STATEMENT OF REVENUE AND EXPENDITURES
GENERAL FUND

5/31/2021

Current Year

Prior Year

<i>Revenues</i>		Current Year				Prior Year	
		Budget	Actual	Balance	Percent of Budget	Cumulative Actual	Percent of Actual
5711	Current Year Tax Revenue	\$ 128,602,427	\$ 127,438,646	\$ 1,163,781	99.10%	\$ 123,281,123	99.69%
5700	Other Local Revenues	2,616,091	2,117,349	498,742	80.94%	2,483,822	82.18%
5800	State Program Revenue	7,383,256	5,988,596	1,394,660	81.11%	3,779,238	49.30%
5900	Federal Revenue	625,000	399,488	225,512	63.92%	402,276	86.20%
Total Revenue		\$ 139,226,774	\$ 135,944,079	\$ 3,282,695	97.64%	\$ 129,946,459	96.38%

Expenditures

11	Instruction	\$ 56,485,802	\$ 40,649,327	\$ 15,836,475	71.96%	\$39,239,253	74.26%
12	Instructional Resources	924,778	702,539	222,239	75.97%	674,661	76.81%
13	Staff Development	1,051,788	599,419	452,369	56.99%	574,439	67.32%
21	Instructional Administration	1,763,501	1,336,887	426,614	75.81%	1,170,917	72.15%
23	School Administration	4,569,643	3,336,248	1,233,395	73.01%	3,142,102	74.17%
31	Guidance & Counseling	3,874,148	2,717,142	1,157,006	70.14%	2,512,549	65.72%
32	Social Work Services	137,736	104,888	32,848	76.15%	49,287	72.26%
33	Health Services	906,628	672,674	233,954	74.20%	606,747	71.63%
34	Transportation	5,004,811	3,267,316	1,737,495	65.28%	3,557,810	79.62%
35	Food Service	90,000	67,500	22,500	75.00%	60,000	62.15%
36	Co-Curricular Account	2,448,937	1,515,660	933,277	61.89%	1,798,028	78.87%
41	General Administration	3,470,297	2,671,649	798,648	76.99%	2,593,707	69.16%
51	Plant & Maint. Operation	10,818,050	7,963,255	2,854,795	73.61%	7,095,842	69.63%
52	Security	685,782	570,872	114,910	83.24%	399,422	85.37%
53	Non-Inst. Data Processing	2,903,266	2,084,423	818,843	71.80%	1,671,197	74.09%
61	Community Services	418,560	202,091	216,469	48.28%	299,267	87.56%
81	Facilities/Construction	30,000	22,500	7,500	75.00%	18,749	71.44%
91	State Transfers	43,813,047		43,813,047	0.00%	22,734,029	55.72%
92	Incremental Cost WADA	300,000	197,106	102,894	65.70%	132,097	50.13%
93	SPED TRF-Regular Day	45,000	44,008	992	97.80%	42,508	100.00%
95	JJAEP Transfer Payments	15,000		15,000	0.00%		0.00%
99	Travis County Appraisal	570,000	335,480	234,520	58.86%	237,849	50.14%
Total Expenditures		\$ 140,326,774	\$ 69,060,984	\$ 71,265,790	49.21%	\$ 88,610,460	67.83%

Other Resources and (Uses)

7990	Other Resources	-	-	-	0.00%	-	0.00%
8990	Other Uses	-	-	-	0.00%	-	0.00%
8911	Transfers-Out	-	-	-	0.00%	-	0.00%
Total Resources & Uses		\$ -	\$ -	\$ -	0.00%	\$ -	0.00%

Fund Balance

1200	Excess (Deficiency) Of Revenues Over Expenditures	\$ (1,100,000)	\$ 66,883,095
3000	Beginning Fund Balance 9/1	\$ 44,264,472	
3000	Ending Fund Balance 8/31	\$ 43,164,472	
3590	Committed Fund Balance	\$ 460,234	
3600	Unassigned Fund Balance	\$ 42,704,238	

Lake Travis ISD
COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES
AS OF: May 31, 2021

<i>Assets</i>	General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Fund	Internal Svc., Trust & Agency Funds	Total Funds
Current Assets:						
1101 Cash	\$ 343,479	\$ 739,471	\$ 1,407,962	\$ 12,685,048	\$ 4,516,198	\$ 19,692,159
1103 Temporary Investments	114,874,846		13,138,334	38,369,348	113,709	166,496,236
Total Cash and Investments	\$ 115,218,325	\$ 739,471	\$ 14,546,296	\$ 51,054,396	\$ 4,629,907	\$ 186,188,395
Receivables:						
1210 Property Taxes-Current	\$ 1,714,456	\$ -	\$ 610,173	\$ -	\$ -	\$ 2,324,629
1220 Property Taxes-Delinquent	2,378,668	-	834,960	-	-	3,213,628
1230 Allowance-Uncollected Taxes	(1,080,838)	-	(325,250)	-	-	(1,406,088)
1240 Due From Federal Agencies	759,492	-	-	-	-	759,492
1250 Sundry Receivables	886	1,008	-	-	-	1,894
1260 Due From Funds	429,826	1,245	-	-	-	431,071
1280 Due From Other Funds	732	-	-	-	5,806	6,538
1290 Other Receivables	(6,900)	3,370	-	-	-	(3,530)
1300 Inventories, At Cost	47,282	293,160	-	-	-	340,442
Total Receivables	\$ 4,243,604	\$ 298,783	\$ 1,119,883	\$ -	\$ 5,806	\$ 5,668,076
1400 Other Current Assets	(406,726)	(25,270)	-	(2,637)	(1,248)	(435,881)
Total Assets	\$ 119,055,203	\$ 1,012,984	\$ 15,666,179	\$ 51,051,759	\$ 4,634,465	\$ 191,420,590
Resources						
5010 Estimated Revenue	\$ 139,226,774	\$ 10,387,584	\$ 46,000,000	\$ 400,000	\$ 13,097,201	\$ 209,111,559
5030 Less: Realized Revenue	135,944,079	4,110,659	46,151,974	135,088	9,912,006	196,253,806
5000 Revenues to be Received	3,282,695	6,276,925	(151,974)	264,912	3,185,195	12,857,753
Total Assets & Resources	\$ 122,337,898	\$ 7,289,909	\$ 15,514,205	\$ 51,316,671	\$ 7,819,660	\$ 204,278,343
Liabilities						
Current Liabilities:						
2110 Accounts Payable	\$ 810	\$ -	\$ -	\$ (40)	\$ -	\$ 770
2160 Accrued Wages Payable	4,604,016	179,428	-	-	-	4,783,444
2170 Due To Other Funds	18	6,520	-	-	-	6,538
2180 Due To Other Govt's	1,092	-	-	-	-	1,092
2190 Due To Student Groups	-	-	-	-	429,826	429,826
2150 Payroll Deduct & Withhold	-	-	-	-	1,043,718	1,043,718
Total Current Payables	\$ 4,605,936	\$ 185,948	\$ -	\$ (40)	\$ 1,473,544	\$ 6,265,388
2210 Accrued Expenses	-	-	-	362,887	711,221	1,074,108
2300 Deferred Revenue	3,301,700	313,784	1,119,883	-	-	4,735,367
2400 Payable From Restricted Assets	-	-	-	-	-	-
Total Liabilities	\$ 7,907,636	\$ 499,732	\$ 1,119,883	\$ 362,847	\$ 2,184,765	\$ 12,074,863
Fund Equity						
6010 Appropriations	\$ 140,326,774	\$ 10,835,022	\$ 46,000,000	\$ 57,744,755	\$ 13,097,201	\$ 268,003,752
6050 Less: Expenditures	(69,060,984)	(5,340,558)	(38,705,092)	(9,679,601)	(10,636,632)	(133,422,867)
6030 Encumbrances	(676,299)	(269,127)	-	(5,671,813)	-	(6,617,239)
Available Appropriations	\$ 70,589,491	\$ 5,225,337	\$ 7,294,908	\$ 42,393,341	\$ 2,460,569	\$ 127,963,646
4310 Reserve For Encumbrances	676,299	269,127	-	5,671,813	-	6,617,239
3600 Unassigned Fund Balance	42,704,238	1,295,733	7,099,414	2,888,670	3,174,326	57,162,361
3590 Committed Fund Balance - Accr. Leave	460,234	-	-	-	-	460,234
Total Liability & Fund Equity	\$ 122,337,898	\$ 7,289,909	\$ 15,514,205	\$ 51,316,671	\$ 7,819,660	\$ 204,278,343

SUMMARY OF TAX COLLECTIONS
AS OF MAY 2021

2020-21 Original Tax Levy	\$ 176,737,875.61
Delinquent Taxes as of 8/31/20	<u>4,381,268.00</u>
 Total Receivables for 2020-21	 \$ 181,119,143.61
Current Year Adjustments	(1,619,284.04)
Prior Year Adjustments	<u>(352,168.49)</u>
 Adjusted Receivables.....	 \$ 179,147,691.08
Total Net Collections To Date	<u>(174,385,805.08)</u>
 Outstanding Receivables as of	 5/31/2021
	<u>\$ 4,761,886.00</u>

<u>SUMMARY OF BUDGETED COLLECTIONS</u>	<u>BUDGETED</u>	<u>NET COLLECTED</u>	<u>BUDGETED DIFFERENCE</u>	<u>% OF BUDGET COLLECTED</u>
Maintenance - Current Tax	\$ 128,602,427.00	\$ 127,438,646.01	\$ 1,163,780.99	99.10%
Maintenance - Prior Year Tax	450,000.00	583,952.32	(133,952.32)	129.77%
Maintenance - Penalties & Interest	<u>650,000.00</u>	<u>597,272.82</u>	<u>52,727.18</u>	<u>91.89%</u>
Sub-total	<u>\$ 129,702,427.00</u>	<u>\$ 128,619,871.15</u>	<u>\$ 1,082,555.85</u>	<u>99.17%</u>
 Debt Service - Current Tax	 \$ 45,100,000.00	 \$ 45,355,314.94	 \$ (255,314.94)	 100.57%
Debt Service - Prior Year Tax	200,000.00	199,783.74	216.26	99.89%
Debt Service - Penalties & Interest	<u>200,000.00</u>	<u>210,835.25</u>	<u>(10,835.25)</u>	<u>105.42%</u>
Sub-total	<u>\$ 45,500,000.00</u>	<u>\$ 45,765,933.93</u>	<u>\$ (265,933.93)</u>	<u>100.58%</u>
Total Collections	<u>\$ 175,202,427.00</u>	<u>\$ 174,385,805.08</u>	<u>\$ 816,621.92</u>	<u>99.53%</u>

<u>Tax Collection Comparison with 2020-21: Adjusted Tax Roll</u>	<u>2020-21</u>	<u>2019-20</u>
Percent of Current Year Taxes Collected	98.67%	98.49%
Percent of Total Taxes Collected	99.12%	98.82%
Percent of Total Taxes and P & I Collected	99.58%	99.21%

<u>Tax Collection Comparison with 2020-21: Original Tax Roll</u>	<u>2020-21</u>	<u>2019-20</u>
Percent of Current Year Taxes Collected	97.77%	97.68%
Percent of Total Taxes Collected	98.21%	98.00%
Percent of Total Taxes and P & I Collected	98.67%	98.39%

**Lake Travis ISD
2018 Bond Program Summary
May 31, 2021**

Resources	Original Budget	Amended Budget	Total Resources	Balance
1 Bond Proceeds	253,000,000.00	236,305,111.00	236,305,111.42	(0.42)
2 Interest Revenue	0.00	5,063,711.00	5,023,877.69	39,833.31
3 Interest Subject to Arbitrage Rebate	0.00	0.00	0.00	0.00
4 Bond Premiums	0.00	18,631,178.00	18,631,178.35	(0.35)
Total Resources	253,000,000.00	260,000,000.00	259,960,167.46	39,832.54

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #7	31,511,000.00	34,196,881.00	34,565,603.87	(368,722.87)
20 Elementary School #8	3,979,000.00	3,979,000.00	167,530.79	3,811,469.21
30 Secondary School #2	13,802,000.00	9,053,407.00	6,046,897.33	3,006,509.67
40 Middle School #3	75,980,710.00	79,786,275.00	77,245,191.30	2,541,083.70
50 FCA Projects	36,610,132.00	59,030,393.00	44,138,667.30	14,891,725.70
60/70 Small Renovation Improvements	16,927,133.00	14,015,202.00	11,344,881.66	2,670,320.34
Construction/Renovation	178,809,975.00	200,061,158.00	173,508,772.25	26,552,385.75
81 Instructional Materials & Equipment	5,707,000.00	5,639,300.00	2,986,775.19	2,652,524.81
82 Technology	29,901,700.00	25,937,510.00	21,122,252.57	4,815,257.43
83 Copy Machines	750,000.00	750,000.00	430,315.55	319,684.45
84 Maintenance	600,000.00	1,060,000.00	721,568.80	338,431.20
85 Food & Nutrition Services	3,950,789.00	1,973,811.00	1,473,061.46	500,749.54
86 Transportation	13,300,000.00	10,983,059.00	7,411,845.55	3,571,213.45
87 District Furniture & Equipment	6,000,000.00	6,000,000.00	4,137,472.07	1,862,527.93
88 Police	0.00	400,000.00	20,710.74	379,289.26
90 Land	1,270,000.00	1,270,000.00	527,002.00	742,998.00
91 Bond Closing	2,000,000.00	1,918,024.00	1,918,023.77	0.23
94 Contingency	7,510,536.00	7,142.00	0.00	7,142.00
95 Program Administration	3,200,000.00	3,199,996.00	1,773,520.32	1,426,475.68
97 LTMS Wastewater Expansion	0.00	800,000.00	43,092.95	756,907.05
Other Programs	74,190,025.00	59,938,842.00	42,565,640.97	17,373,201.03
Total 2018 Bond Program	253,000,000.00	260,000,000.00	216,074,413.22	43,925,586.78

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
 QUARTERLY INVESTMENT SCHEDULE
 For the Quarter Ending 05/31/2021

INVESTMENTS BY POOLED FUND GROUP

	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
Local Maintenance	118,370,980	(4,172,969)	114,198,011	118,370,980	(4,172,969)	114,198,011	226,329	456,341
Debt Service	6,995,747	5,902,062	12,897,809	6,995,747	5,902,062	12,897,809	495	4,608
Capital Projects 2018	39,578,250	(1,208,903)	38,369,348	39,578,250	(1,208,903)	38,369,348	5,373	36,268
Tax Clearing	19,205,547	(18,288,187)	917,360	19,205,547	(18,288,187)	917,360	154	6,262
Workers Comp Fund	113,705	4	113,709	113,705	4	113,709	3	62
TOTAL INVESTMENTS	184,264,228	(17,767,992)	166,496,236	184,264,228	(17,767,992)	166,496,236	232,353	503,540

MONEY MARKET ACCOUNTS

	Yield (%)	Beginning Book Value For Period	Increase (Decrease) For Period	Ending Book Value For Period	Beginning Market Value For Period	Increase (Decrease) For Period	Ending Market Value For Period	Accrued Interest - Period	Accrued Interest - FYTD
TexPool									
Local Maintenance	0.12%	78,972,799	(3,396,724)	75,576,075	78,972,799	(3,396,724)	75,576,075	2,573	10,349
Debt Service	0.12%	6,592,607	5,901,960	12,494,568	6,592,607	5,901,960	12,494,568	393	4,153
Capital Projects 2018	0.12%	18,538,041	(1,213,634)	17,324,407	18,538,041	(1,213,634)	17,324,407	641	14,895
Tax Clearing	0.12%	19,205,547	(18,288,187)	917,360	19,205,547	(18,288,187)	917,360	154	6,262
Workers Comp Fund	0.12%	112,861	4	112,865	112,861	4	112,865	3	61
Total TexPool		123,421,856	(16,996,581)	106,425,275	123,421,856	(16,996,581)	106,425,275	3,765	35,720
TEXAS CLASS									
Local Maintenance	0.14%	4,349,796	978	4,350,774	4,349,796	978	4,350,774	978	4,419
Capital Projects 2018	0.14%	21,040,210	4,732	21,044,941	21,040,210	4,732	21,044,941	4,732	21,373
Total MBIA		25,390,006	5,710	25,395,715	25,390,006	5,710	25,395,715	5,710	25,792
Prosperity									
Local Maintenance	2.10%	35,048,385	(777,223)	34,271,162	35,048,385	(777,223)	34,271,162	222,777	441,573
Debt Service	0.20%	403,139	102	403,241	403,139	102	403,241	102	455
Workers Comp Fund	0.04%	843	0	843	843	0	843	0	0
Total Prosperity		35,452,367	(777,121)	34,675,246	35,452,367	(777,121)	34,675,246	222,879	442,028
Total Money Markets		184,264,228	(17,767,992)	166,496,236	184,264,228	(17,767,992)	166,496,236	232,353	503,540
TOTAL INVESTMENTS		184,264,228	(17,767,992)	166,496,236	184,264,228	(17,767,992)	166,496,236	232,353	503,540

The district's investment strategy for the above funds is as follows:

Operational Funds - Shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

Debt Service Fund - Shall have sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents.

Capital Projects Funds - Shall have sufficient investment liquidity to timely meet capital project obligations.

This report is prepared in compliance with Lake Travis ISD Investment Policies CDA(Legal) and CDA(Local) and with the Public Funds Investment Act, TX Govt Code Ch 2256.

Pam Sanchez, Assistant Supt. For Business and Financial Services

Date

4/8/2021

Brad Goerke, Director of Finance

Date

5/8/2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Agreement for the Purchase of Attendance Credits (Option 3 Agreement) for 2021-2022

RECOMMENDED ACTION

For Discussion only - Consideration will be requested at the July 21, 2021 Board Meeting.

RATIONALE

Lake Travis Independent School District is eligible for an Option 3 Agreement. An Option 3 Agreement is the purchase of attendance credits from the State. The contract has been automated through the Excess Local Revenue Module. In order to submit the contract in the module the school board must delegate the authority to obligate the school district under chapter 49 to the superintendent and the superintendent must be the person that submits the contract to TEA via the Excess Local Revenue module. The following language is required to be recorded in the board minutes and the board minutes must be uploaded via the Excess Local Revenue subsystem of the online FSP System. The contract will not be approved via the Excess Local Revenue module without the board minutes delegating authority to the superintendent.

Board minute language- For the 2021-2022 school year, we delegated contractual authority to obligate the school district under Texas Education Code (TEC), Section 11.1511(c)(4) to the superintendent, solely for the purpose of obligating the district under TEC, Section 48.257 and TEC, Chapter 49, Subchapters A and D, and the rules adopted by the commissioner of education as authorized under TEC, 49.006. This included approval of the Agreement for the Purchase of Attendance Credits or the Agreement for the Purchase of Attendance Credits (Netting Chapter 48 Funding).

The contract must be a Board Action item approved by the Board, and the board minutes must delegate contractual authority to the Superintendent. The online contract will not be approved without the appropriate board minute language.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO
Brad Goerke, Director of Accounting & Budget/Comptroller

ATTACHMENTS

None

MEETING DATE

June 16, 2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Food and Nutrition Meal Prices for 2021-2022

RECOMMENDED ACTION

For Discussion only - Consideration will be requested at the July 21, 2021 meeting.

RATIONALE

To provide an informational update to the Board and community regarding the student meal prices for next school year. The district has not adjusted meal prices for five years, since the 2016-2017 school year. The 2021-2022 USDA paid lunch equity meal price is \$3.18 and the district's current average lunch meal price is \$3.12. Therefore, the district will need to increase lunch meal prices for the 2021-2022 school year.

BUDGET PROVISIONS

2021-2022 Food Service Fund

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business and Operations/CFO
Brad Bailey, Executive Director of Operations
Ryan Mikolaycik, Director of Food and Nutrition Services

ATTACHMENTS

Student Meal Prices for 2021-2022

MEETING DATE

June 16, 2021

**Lake Travis ISD
Food & Nutrition Department
2021-2022**

<u>Breakfast</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>Change</u>
Elementary Schools	\$1.75	\$1.75	\$0.00
Middle Schools	\$1.85	\$1.85	\$0.00
High School	\$1.95	\$1.95	\$0.00

<u>Lunch</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>Change</u>
Elementary Schools	\$3.00	\$3.15	\$0.15
Middle Schools	\$3.15	\$3.30	\$0.15
High School	\$3.80	\$3.95	\$0.15



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Board Notification under Board Policy CH (Local)-Special Education Contract Services

RECOMMENDED ACTION

For Discussion only.

RATIONALE

In accordance with Board Policy CH (Local), purchases made via a cooperative purchasing program in the amount of \$100,000 or more, are required to be presented to the Board for notification:

It is anticipated costs will likely exceed the \$100,000 threshold for the 2021-2022 school year for the following contractors:

Accountable Healthcare Staffing, Inc.
Central Texas Autism Center
The Stepping Stones Group-Cobb Pediatric
Therapy Travelers
Trinity Educational Services

The contractors provide services such as behavioral consultation, professional development, parent training, speech therapy, counseling, nursing, occupational therapy, physical therapy, and evaluation services. These services enable the district to meet IEP and program requirements for students with disabilities.

Increase in student growth, development of complex behavioral challenges, and unique assessment needs have required additional support services.

BUDGET PROVISIONS

Local Special Education Funds

RESOURCE PERSONNEL

Dr. Laura Abbott, Director of Special Services

ATTACHMENTS

None

MEETING DATE

June 16, 2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Board Notification under Board Policy CH (Local)-Kitchen Equipment for LTHS Annex

RECOMMENDED ACTION

For Presentation Only.

RATIONALE

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$100,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. The Superintendent shall not be required to obtain Board approval for the following types of budgeted purchases that cost \$100,000 or more, but shall subsequently report them to the Board:

1. A purchase made pursuant to a Board-approved interlocal contract, in accordance with law.
2. A purchase made through a cooperative purchasing program, in accordance with law.
3. A purchase made through a state purchasing program that satisfies the District's obligation for competitive purchasing.
4. A purchase for produce or fuel.

Lake Travis ISD has the following budgeted purchase that requires Board notification:

- LTHS Annex Kitchen Equipment Replacement-\$116,769.91

All purchases will be made through a Purchasing Cooperative.

BUDGET PROVISIONS

2018 Bond Program-\$116,769.91

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO

Cristy Soares, Director of Purchasing

ATTACHMENTS

None

MEETING DATE

June 16, 2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Board Notification under Board Policy CH (Local)-Cottage Renovations

RECOMMENDED ACTION

For Presentation Only

RATIONALE

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$100,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. The Superintendent shall not be required to obtain Board approval for the following types of budgeted purchases that cost \$100,000 or more, but shall subsequently report them to the Board:

1. A purchase made pursuant to a Board-approved interlocal contract, in accordance with law.
2. A purchase made through a cooperative purchasing program, in accordance with law.
3. A purchase made through a state purchasing program that satisfies the District's obligation for competitive purchasing;
4. A purchase for produce or fuel.

Lake Travis ISD has the following budgeted purchase that requires Board notification:

Braun & Butler's Cost of Work for JOC-11 is \$ 218,294

- Architectural Finishes (flooring, wall and ceiling finishes)
- Renovate existing restroom to meet ADA requirements
- Provide handrails and guardrails at sunken living space
- Provide commercial grade lighting fixtures
- Install new commercial Fire Alarm system
- Alternate 1, Kitchen counter ADA modifications (height)

BUDGET PROVISIONS

2018 Bond Program - \$218,294

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations/CFO

Robert Winovitch, Director of Facilities and Construction

Cristy Soares, Director of Purchasing

ATTACHMENTS

Braun & Butler Cost of Work for JOC-11, LTISD Cottage Upgrades (Summer 2021), Cottage Renovations Alternate 1 and Cottage Renovations Alternate 2 (declined).

MEETING DATE

June 16, 2021



Braun & Butler
CONSTRUCTION

Job Name: LTISD Cottage Upgrades

Date: 5/18/202

	Mhrs	Qty	Unit	Miscellaneous		Labor		Material		Total
				UP	Amount	UP	Amount	UP	Amount	
0 Project Information										0
Building (SF)		3000	sf							0
Project Duration		63	days							0
										0
1 General Conditions										0
Senior Project Manager		2	wk			650	1300			1,300
Project Manager		8	wk			1,100	8800			8,800
Truck Expense		8	wk			150	1200			1,200
Superintendent		9	wk			2,150	19350			19,350
Truck Expense		9	wk			350	3150			3,150
Interim Cleanup Labor		144	mhrs			28	4032			4,032
Project Office Clerical Support		8	wk			365	2920			2,920
Site Survey		1	ls		750					750
Chemical Toilet		2	mo	175	350					350
Drinking Water		2	mo	100	200					200
Dumpster Service		3	ea	600	1,800					1,800
Telephone / Fax / Radio		2	mo	275	550					550
Computer Service		2	mo	150	300					300
Plan Reproduction		1	ls	250	250					250
Close Out Documents		1	ls	400	400					400
										0
										0
1.1 Allowances										0
Project contingency					20,000					20,000
Ceiling Fan Allowance Provide Only		2			800					800
										0
2.35 Demolition					5,050					5,050
Foyer wall - bath alcove wall		129	sf							0
demo existing hand rails		22	lf							0
existing flooring thresholds		3	ea							0
demo bathroom base cabinets counter top		15	lf							0
demo bathroom platform		47	sf							0
demo bathroom drywall @ ceramic tile		158	sf							0
demo drywall for ceiling access		64	sf							0
carpet in foyer/directors fireplace		48	sf							0
vinyl sheet flooring	6	116	sf			35	210			210
concrete interior bathroom for plumbing										0
										0
3.0 Building Concrete					10,000					10,000
demo existing concrete ramp		82	sf							0
new concrete ramp & walk extension		75	sf							0
										0
5.15 Miscellaneous Steel		1	ls		13,924					13,924
furnish/install exterior ramp rails										0
furnish/install interior ramp rails										0
furnish/install interior stair hand rails										0
										0
6 Rough Carpentry					9,550					9,550
guard rail directors office		16	lf							0
hand rail blocking										0
drywall patch										0
level sub floor in storage closet										0
case foyer opening			47							0
relocated bathroom door frame										0

Takeoff Summary



Braun & Butler
CONSTRUCTION

Job Name: LTISD Cottage Upgrades

Date: 5/18/202

	Mhrs	Qty	Unit	Miscellaneous		Labor		Material		Total
				UP	Amount	UP	Amount	UP	Amount	
bathroom accessories blocking										0
drywall repairs										0
bathroom closet wall & drywall										0
stair bottom wall extension										0
										0
6.20 Millwork		1	ls		5,423					5,423
bathroom millwork p-lam cabinets		8	lf							0
kitchen sink cabinet ADA access		7	lf							0
see alternate 1 for Counter top drop down										0
										0
8.10 Wood Doors										0
remove - relocate door & frame	8					35	280			280
										0
8.20 Hardware - Latch Sets	6	6	ea		1,250	35	210			1,460
back door weather stripping										0
										0
										0
9.10 Ceramic Tile		1	ls		5,450					5,450
demo bathroom ceramic tile		158	sf							0
bathroom walls		110	sf							0
bathroom floors		114	sf							0
										0
9.20 Carpet / VCT / Base					1,095					1,095
t-1 transition strip 3'	1	1	ea							0
t-2 transition strip x 2 = 6'	2	2	ea							0
floor float @ demoed walls etc..		4	bgs	58						0
										0
9.25 Tape / Float / Texture / Paint					5,300					5,300
patched walls at handrail blocking										0
bathroom walls										0
bathroom storage closet										0
wall at foyer opening										0
tape/float/paint patches		1	ls		550					550
paint guard rail										0
paint hand rail										0
										0
10.15 Toilet Accessories	4				629	40	160			789
angle framed mirror		1	ea							0
36" grab bar		1	ea							0
42" grab bar		1	ea							0
surface mnt t paper dispenser		1	ea							0
surface mnt. s napkin dispenser		1	ea							0
surface mnt. soap dispenser		1	ea							0
										0
10.35 Building Signage	1	1	ea		255					255
interior "no exit " sign										0
										0
10.90 Fire Extinguishers										0
fire extinguishers and cabinets	4	2	ea			55	220	375	750	970
										0
15.10 Plumbing					23,730					23,730
remove kitchen sink										0
remove/reinstall dishwasher	2	1	ea	48		45	90			90
remove toilet bathroom sink		1	ea							0

Takeoff Summary



Braun & Butler
CONSTRUCTION

Job Name: LTISD Cottage Upgrades

Date: 5/18/202

	Mhrs	Qty	Unit	Miscellaneous		Labor		Material		Total
				UP	Amount	UP	Amount	UP	Amount	
relocate water supply bathrooms		20	lf							0
relocate drains bathrooms		10	lf							0
wc-1 water closet		1	ea							0
lav-1 ADA lavatory		1	ea							0
sk-1 ADA kitchen sink		1	ea							0
										0
15.20 HVAC		1	ls		1,815					1,815
demo existing exhaust fan										0
furnish/install bathroom exhaust fan										0
										0
16 Electrical					34,840					34,840
remove existing ceiling fans		2	ea							0
remove existing track light		34	lf							0
remove existing down lights		3	ea							0
provide& install 4' linear fixtures "A&AE"		9	ea							0
provide & install new exit signs		4	ea							0
provide & install bath room "B" fixtures		5	ea							0
										0
										0
16.30 Fire Alarm System - B&E Occupancy					10,276					10,276
under 100 occupants										0
see alt 2 - over 100 occupants										0
										0
										0
Regulatory Requirements										0
plan review fee by owner			ls							0
building permit fee by owner			ls							0
										0
Project Specific Requirements										0
site safety inspections	16		ls		1,000	62	992			1,992
project final clean		3,000	sf	0.45	1,350					1,350
										0
Project Insurance		1	ls		2,362					2,362
										0
										0
SUBTOTAL					159,249		42,914		750	202,913
CM Fee		5.00%								10,146
Total Before Bond										213,059
Bond Cost (yes=1)		1								4,196
Sales tax on Material		0.00%								0
Sales tax on Total		0.00%								0
SUMMARY TOTAL										217,255



Job Name: Cottage Renovations

Date: 5/18/2021

Alternate 1

	Mhrs	Qty	Unit	Miscellaneous		Labor		Material		Total
				UP	Amount	UP	Amount	UP	Amount	
										0
										0
										0
										0
6.20 Millwork					954					954
Countertop drop down @ sink										0
										0
										0
Insurance					11					11
										0
										0
SUBTOTAL Alt.No.1					965		0		0	965
CM Fee										48
Sales tax on Material										0
Sales tax on Total										0
Total Before Bond										1,013
Bond Cost (yes=1)										25
SUMMARY TOTAL Alt. No.1										1,039



Job Name: Cottage renovations

Date: 5/18/2021

Alternate 2

	Mhrs	Qty	Unit	Miscellaneous		Labor		Material		Total
				UP	Amount	UP	Amount	UP	Amount	
										0
										0
										0
<u>16.10</u> Fire Alarm System										0
B&E occupancy										0
over 100 occupants		1	ls		18,370					18,370
										0
Insurance					204					204
										0
										0
SUBTOTAL Alt. No.3					18,574		0		0	18,574
CM Fee		5.00%								929
Sales tax on Material		0.00%								0
Sales tax on Total		0.00%								0
Total Before Bond										19,503
Bond Cost (yes=1)			1							488
SUMMARY TOTAL Alt. No.3										19,990



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Request for Proposal (RFP) – Fleet Multi-Function Device (Copiers) Maintenance Service

RECOMMENDED ACTION

For Discussion only - Consideration will be requested at the July 21, 2021 meeting.

RATIONALE

Under Section 44.031(a) of the Texas Education Code (TEC), all district contracts for the purchase of goods and services, valued at \$50,000 or more in the aggregate for each 12-month period, shall be made by the method that provides the best value for a district:

1. Competitive bidding;
2. Competitive sealed proposals;
3. A request for proposals;
4. An interlocal contract.

Lake Travis Independent School District has contracted for Fleet Multi-Function Device (copiers) Maintenance services. The current contract is due to expire on September 24, 2021. The evaluation team was comprised of four district employees, three employees from the Technology Department and one employee from a campus. The district received one response due to our requirement for vendors to provide service to the current fleet of 80 Xerox copiers or to provide another cost effective solution.

It is the recommendation of the District to award the contract, with the incumbent, Xerox Business Solutions Southwest.

BUDGET PROVISIONS

2021-2022 General Operating

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business and Operations/CFO

Cristy Soares – Director of Purchasing

ATTACHMENTS

Final Evaluation Summary – Fleet Multi-Function Device (Copiers) Maintenance Service

MEETING DATE

June 16, 2021

Lake Travis ISD
 Fleet Copiers and Service
 RFP #21-023

NOTE: For explanation of column terms and notations, go to the bottom of the tab.

Xerox Business Solutions Southwest
 901 S. Mopac Expressway,
 Bldg 2, #595
 Austin, TX 78746

Final Evaluation Summary

Item #	Description	Group Points Available	Total Eval Points	A	Com
1	Price Evaluation Points	45	45.0		
2	Technical Evaluation Points	55	51.5		
3	References	Pass/Fail	PASS		1
Total Points		100	96.5	A	2

Column Key (associated by Vendor):

- A Award - Used to indicate the awarded Bidder.
- Com Comment - Used to indicate a comment has been made. See below for the comment by number shown.

Comments (Com) by Footnote # (if applicable)

1	The District has knowledge of this vendor's experience; therefore reference checks were not performed and "Passed"
2	The District received one response. The District believes competition was limited due to the requirement of vendors to provide service to the existing fleet of 80 Xerox copiers. Vendors that were not authorized and prepared to provide service on Xerox brand copiers chose not to respond or provide an alternate solution. The decision was made to accept the single bid and not re-issue.

AWARD The District's Purchasing Department recommends to the Board of Trustees on July 21, awarding to Xerox Business Solutions Southwest based on the highest points scored and a history of satisfactory sales and service to the existing fleet of copiers.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Request for Proposal (RFP) – Bulk Fuel for Buses and Fleet Vehicles

RECOMMENDED ACTION

For Discussion only - Consideration will be requested at the July 21, 2021 meeting.

RATIONALE

Under Section 44.031(a) of the Texas Education Code (TEC), all district contracts for the purchase of goods and services, valued at \$50,000 or more in the aggregate for each 12-month period, shall be made by the method that provides the best value for a district:

1. Competitive bidding;
2. Competitive sealed proposals;
3. A request for proposals;
4. An interlocal contract.

Lake Travis ISD's current contract with RKA Petroleum Companies expires July 31, 2021. A request for proposal was issued April 30, 2021 with a closing date of May 20, 2021 and an anticipated award date of July 21, 2021 with Board approval. The District received five responses. The evaluation team was comprised of four district employees, two employees from the Transportation Department, one employee from the Operations Department and one employee from the Purchasing Department.

It is the recommendation of the District to award two contractors, with the incumbent, RKA Petroleum as the primary and Pinnacle Petroleum as the secondary vendor.

BUDGET PROVISIONS

2021-2022 General Operating

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business and Operations/CFO

Brad Bailey – Executive Director of Operations

Cristy Soares – Director of Purchasing

ATTACHMENTS

Final Evaluation Summary - Bulk Fuel for Buses and Vehicles

MEETING DATE

June 16, 2021

**Lake Travis ISD
Bulk Fuel for Buses and Fleet Vehicles
RFP #21-034**

1 Unleaded Regular Gasoline, minimum octane rating of 89 Transport Load. Indicate a plus (mark-up) or minus (discount) per gallon from OPIS or DTN Composite. Do NOT include taxes.									
Supplier	QTY	UOM	Estimated	Percentage	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Sun Coast Resources, Inc.				0.0%		Various unbranded			
Pinnacle Petroleum, Inc.				0.0052%		Constant (differential) Unleaded 89 is plus +\$0.0052 cents per gallon.			
RKA Petroleum Companies				0.0647%		Base Reference price 5/15/21 OPIS Austin Rack Average 89E10 = 2.2768 + .0647 = 2.3415 (selling price of 89midgrade E10 on 5/15/21, before taxes).Please see base reference example under response attachments. RKA will provide product from Flint Hills and/or Motiva.			
Tex-Con Oil Co				0.07%					
									55
2 Diesel Fuel, Ultra Low Sulfur, No. 2, Transport Load. Indicate a plus (mark-up) or minus (discount) per gallon from OPIS or DTN Composite. Do NOT include taxes.									
Supplier	QTY	UOM	Estimated	Percentage	Extended	Supplier Notes	Manufacturer	Manufacturer #	
RKA Petroleum Companies				-0.0206%		Base Reference price 5/15/21 OPIS Austin Rack Average for #2 ULSD LED = 2.1642 - .0206 = 2.1436 (selling price of #2 ULSD LED on 5/15/21 before taxes) .Please see base reference example under response attachments. RKA will provide product from Flint Hills and/or Motiva.			
Pinnacle Petroleum, Inc.				-0.0106%		Constant (differential) for Ultra Low Sulfur Diesel is minus -\$0.0106 cents per gallon			
Sun Coast Resources, Inc.				0.0%		Various unbranded			
Tex-Con Oil Co				0.07%					
3 Evaluation Notes:									

The evaluation team is recommending awarding this contract to two vendors, as primary and secondary. The current contractor, RKA Petroleum Companies, will be awarded as the primary vendor and Pinnacle Petroleum as the secondary. This award is based on the best value for the District, vendor's past experience with the district, quality of goods and services, and reliability. The low bid was not chosen due to offering various, unbranded fuel.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Reinstatement of Board Policy FNF (LOCAL) Related to the District's Drug Testing Program

RECOMMENDED ACTION

Rescind Board Resolution No. 07152020-01 and reinstate the District's drug testing program in accordance with board policy FNF local and administrative regulations.

RATIONALE

In July 2020, the Board approved a resolution suspending Board Policy FNF (Local) related to the District's drug testing program. The suspension of the program was due to the impacts COVID-19 had on the 2020-2021 school year and the significant challenges implementing the program during the time when students may be learning remotely at home. In anticipation of students returning to school in person for the 2021-2022 school year, the administration recommends reinstatement of the drug testing program in accordance with the FNF policy and regulation.

BUDGET PROVISIONS

60,000 (drug testing program) – 2021-2022 budget
20,000 (drug testing counseling) – 2021-2022 budget

RESOURCE PERSONNEL

Paul Norton, Superintendent
Jennifer Lyon, Director of Health & Social Emotional Learning
Amber King, General Counsel

ATTACHMENTS

FNF (Local)
FNF (Regulation-1)

MEETING DATE

June 16, 2021

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS AND SEARCHES

FNF
(LOCAL)

**Questioning
Students**

District officials may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students may not refuse to answer questions based on a right not to incriminate themselves.

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

District Property

Desks, lockers, District-provided technology, and similar items are the property of the District and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property. Students shall be fully responsible for the security and contents of District property assigned to them. No student shall place or keep in a desk, locker, District-provided technology, or similar item any article or material prohibited by law, District policy, or the Student Code of Conduct. Students shall be responsible for any prohibited item found in District property provided to the student.

Searches in General

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

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

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

Reasonable-
Suspicion Searches

Searches should be reasonable at their inception and in scope. If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of the Student Code of Conduct, a District official may conduct a search in accordance with law and District regulations.

Suspicionless
Searches

For purposes of this policy, a suspicionless search is a search carried out based on lawful security procedures, such as metal detector searches or random drug testing.

*Metal Detector
Searches*

In order to maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector searches when entering a District campus and at off-campus, school-sponsored activities.

STUDENT RIGHTS AND RESPONSIBILITIES
INVESTIGATIONS AND SEARCHES

FNF
(LOCAL)

Use of Trained Dogs	The District reserves the right to use trained dogs to conduct screening for concealed prohibited items. Such procedures shall be unannounced. The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to an item or an area, it may be searched by District officials.
Random Mandatory Drug-Testing Program	The District requires drug testing of any student in grades 7–12 who chooses to participate in school-sponsored, competitive extracurricular activities. The District also requires drug testing of any student in grades 9–12 who obtains a permit to park a vehicle on school property.
Covered Activities	Eligible school-sponsored, competitive extracurricular activities in grades 7–12 shall be identified in the administrative regulation.
Scope	A student participating in these activities or obtaining a parking permit shall be tested for the presence of nicotine and illegal drugs randomly throughout the school year.
Purpose	The purposes of the drug-testing program are to help enforce a drug-free educational environment, deter student use of nicotine and illegal drugs, and educate students regarding the harm caused by the use of nicotine and illegal drugs.
Distribution of Policy	The District shall provide each parent and student a copy of the drug-testing policy, regulation, and consent form prior to the student's participation in an affected activity.
Consent	Before a student is eligible to participate in any school-sponsored, competitive extracurricular activity or to obtain a parking permit, the student shall be required annually to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in the school-sponsored, competitive extracurricular activities or to obtain a parking permit.
Use of Results	Drug test results shall be used only to determine eligibility for participation in school-sponsored, competitive extracurricular activities and a parking permit. Positive drug test results shall not be used to impose additional disciplinary sanctions beyond the consequences imposed through the drug-testing program. Positive drug test results shall not result in academic penalties or affect a student's grade in any curricular class associated with the extracurricular activity. If participation in the extracurricular activity is required for a class, the student may be required to satisfy participation requirements in alternative ways.

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Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.

Confidentiality Drug-testing results shall be confidential and shall be disclosed only to the student, the student's parent, and designated District officials who need the information in order to administer the drug-testing program. Drug test results shall not be maintained with a student's academic record. Results shall not be otherwise disclosed except as required by law.

Testing Laboratory The Board shall contract with a certified drug-testing laboratory to conduct testing of students' urine samples.

Testing laboratories shall not release statistics regarding the rate of positive drug tests to any person or organization without consent of the District.

Substances for Which Tests Are Conducted The District shall make available to students and parents a list of the exact substances for which tests will be conducted.

Collection Procedures Personnel from the drug-testing laboratory or trained District personnel shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for testing, a student shall be escorted to the school's testing site by a District employee and shall remain under adult supervision until the student provides a sample. The supervision shall be done by an individual of the same gender as the student and shall be present when any samples are collected.

Random Testing Random tests shall be conducted throughout the school year. The Superintendent or his designee shall determine the number of times the random tests will occur but shall administer no less than four tests in a school year.

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

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

If a student is absent on the day of the random test, a sample shall be collected upon the student's return to school by either personnel from the drug-testing laboratory or a trained District employee who will utilize a collection kit provided by the drug-testing laboratory.

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Confirmation of Positive Results	<p>An initial positive test shall be confirmed by a second and third test of the same specimen before being reported as positive.</p> <p>The student or parent shall have three school days following notification to provide a medical explanation for a positive result.</p>
Drug Abuse Prevention	<p>The District shall notify the parent and student of drug abuse prevention resources available in the area.</p>
Consequences	<p>The Superintendent shall develop administrative regulations regarding the consequences of positive test results.</p>
Appeals	<p>A student or parent may appeal a decision made under this policy in accordance with FNG(LOCAL). Consequences shall not be deferred pending the outcome of the appeal.</p>
Voluntary Drug-Testing Program	<p>Any parent or guardian whose minor student in grades 7–12 is not subject to the District’s mandatory drug-testing program may request that his or her child be tested under the District’s drug-testing program.</p> <p>To register for this program, the parent or guardian shall enroll his or her student in the program and submit to the Superintendent or designee a signed consent form. The District shall include such a student in the random testing pool in the same manner as other students in the program and shall apply the same testing procedures.</p>

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**Mandatory Drug-
Testing Program**

Per FNF (Local), the District requires drug testing of any student in grades 7-12 who chooses to participate in school-sponsored competitive extracurricular activities. The District further requires drug testing of any student in grades 9-12 who requests a permit to park a vehicle on school property.

Covered Activities

School-sponsored, competitive extracurricular activities in grades 9–12 shall include the following activities:

- All University Interscholastic League (UIL)-sponsored athletic, fine arts, and academic programs;
- Cavalettes;
- Red Rubies;
- Student athletic trainers;
- Color guard;
- Winter guard;
- Powerlifting;
- Speech and debate;
- Texas Forensics Association;
- FFA;
- 4-H;
- Theater arts;
- Technical theater;
- VASE and Scholastic;
- HOSA;
- Model UN;
- DECA;
- Cavs Crew;
- Mock Trial;
- Film crew; and
- LT Fiddlers.

School-sponsored, competitive extracurricular activities in grades 7–8 shall include the following activities:

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- All UIL-sponsored athletic, fine arts, and academic programs;
- Dance;
- Cheer;
- Color guard;
- VASE;
- FFA; and
- 4-H.

Substances For
Which Tests Are
Conducted

Amphetamines
Marijuana
Cocaine
Opiates
Methamphetamines
Heroin
Ecstasy
PCP
Barbiturates
Benzodiazepines
Propoxyphene
Synthetic Opiates
Cotinine/Nicotine

Campus Drug
Testing
Administrator

Each middle school and high school campus shall appoint a Campus Drug Testing Administrator to coordinate the program. The Campus Drug Testing Administrator may assign an assistant or other school staff to assist him/her in the coordination and administration of the drug testing program.

Support and
Consequences for a
Student Testing
Positive for Illegal
Drugs

A student's offense level (*i.e.*, first offense, second offense, third offense) will start over after one calendar year has passed since the student's last positive drug test.

First Offense

Upon a first offense of receiving a confirmed positive drug test for an illegal drug:

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1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. Within 3 school days, the Campus Drug Testing Administrator will schedule a conference with him/her, the student, the parent, the Director of Health and Social Emotional Learning or designee, and the coach(es)/sponsor(s) of the applicable extracurricular activity.
3. The student shall be suspended from participating in competitions or performances for all school-sponsored competitive extracurricular activities for 14 calendar days from the date of the conference.
 - a. If the positive drug test occurs during a time in which the student is not performing or competing, the suspension will begin the Monday preceding the first competition or performance of the next school-sponsored competitive extracurricular activity in which the student participates. This may result in the suspension carrying over into the next school year.
4. The student may continue to participate in practices. However, if the student is engaging in any school-sponsored competitive extracurricular activity that requires physical activities, a medical release from a physician must be provided to the Campus Drug Testing Administrator before being allowed to continue practicing.
5. The student's parking permit shall be suspended for 14 calendar days from the date of the conference.
6. The student must participate in and complete 4 district-provided substance abuse counseling sessions within a 4-week period. Alternatively, the parent may elect to have the student attend the required substance abuse counseling with a provider of the parent's choice, at the parent's expense. The parent / student must provide documentation to the Campus Drug Testing Administrator verifying attendance at 4 substance abuse counseling sessions within a 4-week period.
7. The student must complete 30 hours of community service within a 4-week period. The student must submit to the Campus Drug Testing Administrator written and signed verification of the dates, times, and activities performed.

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8. After the student's suspension is complete (*i.e.*, the 14 calendar days), the student will be allowed to return to competitions or performances and/or be allowed to have his/her parking permit privileges returned. However, if the student fails to complete the counseling and community services requirements within the stated time, the student will return to suspended status and will remain suspended from competitions and performances in all school-sponsored competitive extracurricular activities and/or remain suspended from parking permit privileges until the time in which all requirements are successfully completed.
9. Refusal to participate in or complete any of the requirements will result in the student being removed from participation in all school-sponsored competitive extracurricular activities and/or loss of his/her parking permit.
10. The student must be included in two (2) subsequent administrations of the random drug tests. These tests must be administered more than 15 calendar days after any positive test result.

Second Offense Upon a second offense of receiving a confirmed positive drug test for an illegal drug:

1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. Within 3 school days, the Campus Drug Testing Administrator will schedule a conference with him/her, the student, the parent, the Director of Health and Social Emotional Learning or designee, and the coach(es)/sponsor(s) of the applicable extracurricular activity.
3. The student shall be suspended from participating in competitions or performances for all school-sponsored competitive extracurricular activities for 30 calendar days from the date of the conference.
 - a. If the positive drug test occurs during a time in which the student is not performing or competing, the suspension will begin the Monday preceding the first competition or performance of the next school-sponsored competitive extracurricular activity in which the student participates. This may result in the suspension carrying over into the next school year.

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4. The student may continue to participate in practices. However, if the student is engaging in any school-sponsored competitive extracurricular activity that requires physical activities, a medical release from a physician must be provided to the Campus Drug Testing Administrator before being allowed to continue practicing.
5. The student's parking permit shall be suspended for 30 calendar days from the date of the conference.
6. The student must participate in and complete 6 district-provided substance abuse counseling sessions within 45 calendar-days. Alternatively, the parent may elect to have the student attend the required substance abuse counseling with a provider of the parent's choice, at the parent's expense. The parent / student must provide documentation to the Campus Drug Testing Administrator verifying attendance at 6 substance abuse counseling sessions within 45 calendar days.
7. The student must complete 60 hours of community service within 45 calendar days. The student must submit to the Campus Drug Testing Administrator written and signed verification of the dates, times, and activities performed.
8. After the student's suspension is complete (*i.e.*, the 30 calendar days), the student will be allowed to return to competitions or performances and/or be allowed to have his/her parking permit privileges returned. However, if the student fails to complete the counseling and community services requirements within the stated time, the student will return to suspended status and will remain suspended from competitions and performances in all school-sponsored competitive extracurricular activities and/or remain suspended from parking permit privileges until the time in which all requirements are successfully completed.
9. Refusal to participate in or complete any of the requirements will result in the student being removed from participation in all school-sponsored competitive extracurricular activities and/or parking permit privileges.
10. The student must be included in four (4) subsequent random drug tests. These tests must be administered more than 15 calendar days after any positive test result.

Third Offense Upon a third offense of receiving a confirmed positive drug test for an illegal drug:

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1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. Within 3 school days, the Campus Drug Testing Administrator will schedule a conference with him/her, the student, the parent, the Director of Health and Social Emotional Learning or designee, and the coach(es)/sponsor(s) of the applicable extracurricular activity.
3. The student shall be suspended from participating in competitions or performances for all school-sponsored competitive extracurricular activities for one (1) calendar year from the date of the conference.
4. The student may continue to participate in practices. However, if the student is engaging in any school-sponsored competitive extracurricular activity that requires physical activities, a medical release from a physician must be provided to the Campus Drug Testing Administrator before being allowed to continue practicing.
5. The student's parking permit shall be suspended for one (1) calendar year from the date of the conference.
6. The student must participate in and complete 8 district-provided substance abuse counseling sessions within one (1) calendar year. Alternatively, the parent may elect to have the student attend the required substance abuse counseling with a provider of the parent's choice, at the parent's expense. The parent / student must provide documentation to the Campus Drug Testing Administrator verifying attendance at 8 substance abuse counseling sessions within one (1) calendar year.
 - a. If the Director of Health and Social Emotional Learning or designee, in consultation with the student and parents, determines that the student's needs are greater than the counseling provided by the District, the Director or designee will develop an alternative plan and assist the parents and students in locating additional resources.
7. The student must complete 90 hours of community service within one (1) calendar year. The student must submit to the Campus Drug Testing Administrator written and signed verification of the dates, times, and activities performed.

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8. Failure to complete the counseling and community services requirements within the stated time will result in the student remaining suspended from participation/competition in all school-sponsored competitive extracurricular activities and/or remain suspended from parking permit privileges until the time in which all requirements are successfully completed.
9. Refusal to participate in or complete any of the requirements will result in the student being removed from participation in all school-sponsored competitive extracurricular activities and/or parking permit privileges.
10. The student must be included in eight (8) subsequent random drug tests. These tests must be administered more than 15 calendar days after any positive test result.

Support and
Consequences for a
Student Testing
Positive for Nicotine

A student's offense level (*i.e.*, first offense, second offense, third offense) will start over after one calendar year has passed since the student's last positive drug test.

First Offense

Upon a first offense of receiving a confirmed positive test for nicotine:

1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. The Campus Drug Testing Administrator will provide the parent with a list of community resources.

Second Offense

Upon a second offense of receiving a confirmed positive test for nicotine:

1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. Within 3 school days, the Campus Drug Testing Administrator will schedule a conference with the DTA, the student, the parent, the Director of Health and Social Emotional Learning or designee, and the coach(es)/sponsor(s) of the applicable extracurricular activity.
3. The student shall be suspended from participating in competitions or performances for all school-sponsored competitive extracurricular activities for 14 calendar days from the date of the conference.

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- a. If a positive test occurs during a time in which the student is not performing or competing, the suspension will begin the Monday preceding the first competition or performance of the next school-sponsored competitive extracurricular activity in which the student participates. This may result in the suspension carrying over into the next school year.
4. The student may continue to participate in practices. However, if the student is engaging in any school-sponsored competitive extracurricular activity that requires physical activities, a medical release from a physician must be provided to the Campus Drug Testing Administrator before being allowed to continue practicing.
5. The student's parking permit shall be suspended for 14 calendar days from the date of the conference.
6. The student must participate in and complete 4 district-provided counseling sessions within a 4-week period. Alternatively, the parent may elect to have the student attend the required substance abuse counseling with a provider of the parent's choice, at the parent's expense. The parent / student must provide documentation to the Campus Drug Testing Administrator verifying attendance at 4 substance abuse counseling sessions within a 4-week period.
7. The student must complete 30 hours of community services within a 4-week period. The student must submit to the Campus Drug Testing Administrator written and signed verification of the dates, times, and activities performed.
8. After the student's suspension is complete (*i.e.*, the 14 calendar days), the student will be allowed to return to competitions or performances and/or be allowed to have his/her parking permit privileges returned. However, if the student fails to complete the counseling and community services requirements within the stated time, the student will return to suspended status and will remain suspended from competitions and performances in all school-sponsored competitive extracurricular activities and/or remain suspended from parking permit privileges until the time in which all requirements are successfully completed.
9. Refusal to participate in or complete any of the requirements will result in the student being removed from participation in all school-sponsored competitive extracurricular activities and/or loss of his/her parking permit.

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10. The student must be included in two (2) subsequent administrations of the random drug tests. These tests must be administered more than 15 calendar days after any positive test result.

Third Offense Upon a third offense of receiving a confirmed positive test for nicotine:

1. The Campus Drug Testing Administrator will notify the parent/guardian as promptly as possible of the positive test result.
2. Within 3 school days, the Campus Drug Testing Administrator will schedule a conference with him/her, the student, the parent, the Director of Health and Social Emotional Learning or designee, and the coach(es)/sponsor(s) of the applicable extracurricular activity.
3. The student shall be suspended from participating in competitions or performances for all school-sponsored competitive extracurricular activities for 30 calendar days from the date of the conference.
 - a. If the positive drug test occurs during a time in which the student is not performing or competing, the suspension will begin the Monday preceding the first competition or performance of the next school-sponsored competitive extracurricular activity in which the student participates. This may result in the suspension carrying over into the next school year.
4. The student may continue to participate in practices. However, if the student is engaging in any school-sponsored competitive extracurricular activity that requires physical activities, a medical release from a physician must be provided to the Campus Drug Testing Administrator before being allowed to continue practicing.
5. The student's parking permit shall be suspended for 30 calendar days from the date of the conference.
6. The student must participate in and complete 6 district-provided counseling sessions within 45 calendar-days. Alternatively, the parent may elect to have the student attend the required substance abuse counseling with a provider of the parent's choice, at the parent's expense. The parent / student must provide documentation to the Campus Drug

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Testing Administrator verifying attendance at 6 substance abuse counseling sessions within 45 calendar days.

7. The student must complete 60 hours of community service within 45 calendar days. The student must submit to the Campus Drug Testing Administrator written and signed verification of the dates, times, and activities performed.
8. After the student's suspension is complete (*i.e.*, the 30 calendar days), the student will be allowed to return to competitions or performances and/or be allowed to have his/her parking permit privileges returned. However, if the student fails to complete the counseling and community services requirements within the stated time, the student will return to suspended status and will remain suspended from competitions and performances in all school-sponsored competitive extracurricular activities and/or remain suspended from parking permit privileges until the time in which all requirements are successfully completed.
9. Refusal to participate in or complete any of the requirements will result in the student being removed from participation in all school-sponsored competitive extracurricular activities and/or parking permit privileges.
10. The student must be included in four (4) subsequent random drug tests. These tests must be administered more than 15 calendar days after any positive test result.

Students Who Are
Absent on Day of
Testing

If a student is selected to participate in a drug test and the student is absent on the day the test is administered, the following procedures will be administered:

1. The student will be administered a test no later than 5 days after the student returns to school.
2. Either personnel from the drug testing laboratory or a trained District employee will utilize a urine collection kit (a.k.a. "delay kit") provided by the drug testing laboratory and will collect a sample from the student.
3. Either personnel from the drug testing laboratory or the trained District employee will follow all collection procedures required by District policy and by the drug testing laboratory in order to collect the sample.
4. The sample will be provided to the drug testing laboratory for analysis.

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Students Who Are
Unable to Produce
a Urine Sample
("Shy Bladder")

If a student is selected to participate in a drug test and the student is unable to produce a urine sample ("shy bladder"), the following procedures will be followed:

1. The student will remain under supervision at the designated testing site for approximately 30 minutes.
2. If the student has not produced a urine sample within approximately 30 minutes after being provided the opportunity, the student will either be escorted to the nurse's office or remain under adult supervision at the testing site. The student will be given approximately 30 more minutes to produce a urine sample either at the testing site or in the nurse's office (if taken to the nurse's office, the nurse will be provided a kit and instructions on how to administer the kit). The Campus Drug Testing Administrator may exercise his/her discretion on whether to give the student more than 1 hour to produce a urine sample; however, no student shall remain out of class more than 1.5 hours and the student must remain under adult supervision at all times.
3. If the student is ultimately unable to produce a urine sample within the time allotted, he/she will be sent back to class.
4. The Campus Drug Testing Administrator will call the student's parent and inform him/her that the student was unable to produce a urine sample and inform the parent that the District will attempt another collection as promptly as possible but no later than 5 days from the date of the original administration using a delay kit (see procedures above).
5. If a student is unable to produce a urine sample (after following the procedures outlined in 1-4 above), the student will automatically be included in the next administration of the random drug test.
6. On the next administration, if the same student is unable to produce a urine sample (after following the procedures outlined in 1-4 above), the student shall be deemed to have a positive test result and the appropriate support / consequences will be applied.

Inconclusive
Results

If the result of a student's drug test comes back as "inconclusive," the following procedures will be followed:

1. The Campus Drug Testing Administrator will contact the parent and inform him/her of the inconclusive result.
2. Inconclusive results will not be considered a positive test result.

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3. The Campus Drug Testing Administrator will offer the parent the opportunity for his/her student to be immediately retested (using a delay kit in the nurse's office).
4. If the parent declines the opportunity for the student to be immediately retested, the student will be automatically included in the next random drug test.
5. If the parent consents to the student being immediately retested, the results of that test will determine the student's drug testing outcome and appropriate support/consequences, if any.

Tampered Samples

If the result of a student's drug test comes back as adulterated or tampered the following steps will be taken before making a final determination that a urine sample has been tampered with or adulterated:

1. The Campus Drug Testing Administrator will contact the parent and inform him/her of the result.
2. The Campus Drug Testing Administrator will offer the parent the opportunity for his/her student to be immediately retested (using a delay kit in the nurse's office).
3. If the parent declines the opportunity for the student to be immediately retested, the student will be determined to have tampered with the urine sample and will be deemed to have a positive test result. The student shall be subject to the appropriate support/consequences depending on previous positive test results, if any.
4. If the parent consents for his/her student to be immediately retested (using a delay kit in the nurse's office), the results of the second test will determine the student's drug testing outcome and appropriate support/consequences, if any.
 - a. If the results of this second opportunity come back as adulterated or tampered, the student will not be offered another opportunity to immediately retest and will be determined to have tampered with the urine sample. The student will be deemed to have a positive test result and shall be subject to the appropriate support/consequences depending on previous positive test results, if any.

Medical Explanation

Per the policy, a student or parent has 3 school days following notification to provide a medical explanation to the Campus Drug Testing Administrator for a positive result. Acceptable proof for a medical explanation must be either a copy of a valid prescription

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	issued by a doctor or a photograph or copy of a valid prescription bottle.
Detailed Analysis	Upon request by a parent, the Campus Drug Testing Administrator will provide the parent a copy of a more detailed analysis of his/her student's drug testing results.
Outside Drug Test Results	The District will not accept the results of a drug test processed by any facility other than the certified drug-testing laboratory that contracts with the District.
Accommodations	Requests for individual accommodations for restroom facilities or other changes in these procedures must be made to the Campus Drug Testing Administrator. The Campus Drug Testing Administrator, in consultation with any other school official with a legitimate educational interest in the information, will review the request. Accommodations will be approved and provided when determined to be necessary, appropriate, and reasonable.
Withdraw	<p>If a student withdraws from all school-sponsored competitive extracurricular activities and/or elects to no longer have a parking permit, the student will be removed from the Mandatory Drug-Testing Program. The parent will be required to fill out a withdrawal form, which must be signed by both the student and parent.</p> <p>If a student withdraws from all school-sponsored competitive extracurricular activities and/or elects to no longer have a parking permit after receiving a positive drug test and prior to completing the required consequences, following the completion of the written withdrawal form signed by the parent and student, the student will no longer be subject to the consequences. However, if the student seeks to rejoin any school-sponsored competitive extracurricular activity and/or seeks to obtain a parking permit, the student must first complete any consequences the student did not complete prior to withdrawing.</p>
Voluntary Drug-Testing Program	<p>Per FNF (LOCAL), a parent or guardian whose minor student in grades 7-12 is not subject to the District's mandatory drug-testing program may request that his/her child be tested.</p> <p>To the extent applicable, the District shall apply all of the same procedures, supports, and consequences to these students as the student's participating in the mandatory drug-testing program.</p>
Limitations on Use of Drug Test Results	Other than the support and consequences outlined in this regulation, no other additional discipline (i.e., Student Code of Conduct, academic penalties, Extracurricular Code of Conduct) will be administered to a student who has a positive drug test as a result of the mandatory drug-testing program.

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Nevertheless, nothing in the policy or this regulation shall limit or affect the application of state law, local policy, the Student Code of Conduct or the Extracurricular Code of Conduct. A student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct and/or the Extracurricular Code of Conduct.

Retention

Negative test results for student drug/alcohol testing shall be retained for 1 year. (SD3625-06a)

Positive test results for student drug/alcohol testing shall be retained until date of withdrawal, graduation, or 5 years, whichever is sooner. (SD3625-06b)

All documentation should be maintained separate from the student cumulative folder and only released to the student, his/her parents or person in lawful control of the student, Superintendent, Head Coach / Sponsor of extracurricular activity, and other school officials with a legitimate interest in the information. Results shall not be shared with law enforcement except as required by law.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Bank Depository Contract 2021-2023

RECOMMENDED ACTION

Approve the Bank Depository Contract for 2021-2023 with Prosperity Bank.

RATIONALE

The state laws pertaining to school district depositories are found in the Texas Education Code (TEC), Chapter 45, Subchapter G (Sections 45.201-45.209). In determining the highest and best proposal, the board of trustees must consider the interest rate proposed on time deposits; charges for keeping district accounts, records, and reports and furnishing checks; and the ability of the bank submitting the proposal to provide the necessary services and perform the duties as school district depository together with any other matters that in the judgment of the board would be in the best interest of the district. The board has the right to reject any and all proposals.

The District received three proposals from the 20 banks solicited. Prosperity Bank provided the most competitive proposals. Prosperity Bank was the only bank to waive all related bank fees. All three banks are positioned to accept and collateralize the maximum potential of district deposits. In regards to the financial strength of the institutions, the banks exhibit a healthy return on equity, a net interest margin that is higher than their peers, and overhead ratios that were well below the standard (a sign of strict expense control).

In addition to waiving all bank fees, Prosperity Bank provides very competitive interest rates on deposits. Prosperity Bank would pay their posted rate plus .10%, but with the guarantee of a floor rate of .25%. The two other banks had a guarantee floor of .15% or no floor on interest rates. An evaluation summary is attached for clarification. Based on the evaluation criteria, the District recommends Prosperity Bank for the 2021-2023 Bank Depository Contract.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations
Brad Goerke, Director of Accounting & Budget/Comptroller
Susan Arbuckle, Buyer

ATTACHMENTS

1. Final Evaluation Summary
2. Depository Contract Specimen

MEETING DATE

June 16, 2021

Lake Travis ISD

Bank Depository Services RFP

April 28th, 2021

Possible Points	Evaluation Process	PROSPERITY BANK	TEXAS REGIONAL BANK	TRUIST BANK (BB&T and Sun Trust Merger)
		Score	Score	Score
65	Cost of services (charges for keeping District account records, and reports and for furnishing checks, interest rates offered on time deposits, checkin accounts and/or repurchase agreements)	65	60	55
15	Experience in providing depository services to similar accounts	15	5	7
10	Physical location(s) with commercial services and hours of operation of bank offices	10	10	Did not list any in our district
5	Type of third-party institution holding collateral	4	5	5
5	Any additional services offered	5	5	5
100	Total	99	85	72

Cost of Services	PROSPERITY BANK		TEXAS REGIONAL BANK		TRUIST BANK (BB&T and Sun Trust Merger)	
	Monthly Earnings Credit	-	-	0.35%	5,016.83	0.25%
Total Charges For Services		-		(5,996.90)		(8,067.44)
Net Monthly Earnings (Credit or Debit)		-		(980.07)		(4,483.99)
Interest Bearing Accounts	0.35%	5,016.83				
Net Yearly Earnings (Credit or Debit)		60,201.92		(11,760.88)		(53,807.93)

**Depository Contract for Funds
of Independent School Districts
under the Texas Education Code, Chapter 45, Subchapter G,
School District Depositories**

State of Texas

County-District Number

County of _____

Article I. The _____, referred to in this contract
Name of District

as the "District," is located in _____ County, Texas. The board of trustees of the District has selected
Name of County

_____, referred to in this contract as the "Depository," to serve as the Depository of the
Name of Depository Bank

school funds of the District (or if there are tie bids or proposals as defined in the Texas Education Code [TEC], as one of the Depositories). This selection was made in accordance with the TEC, Chapter 45, Subchapter G. The Depository will serve under this contract for a two-year term starting with the fiscal year beginning _____ and ending _____, and until its successor is selected and has qualified unless
Date *Date*

this contract is terminated sooner by the Depository's failure to adhere to all requirements of the TEC and of this contract. The school funds of the District include all school funds except those permitted by law to be deposited or invested otherwise at the sole discretion of the District's board of trustees.

The Depository is located at _____ County, State of Texas, and is a
Bank Mailing Address, City, Zip Code *Name of County*

bank as defined in the TEC, §45.201.

Article II. The District selected the Depository based on the Depository's written bid or proposal submitted as provided by State Board of Education rule. The District determined that the Depository's written bid or proposal was the best, or equal to the best, among _____ bids or
Number Submitted

proposals submitted to the District and opened on _____. The bid or proposal is incorporated in this contract by reference.
Date

This contract is subject to the TEC and any amendments to it and to any acts of the Texas Legislature that affect public moneys held by the District during the term of this contract.

Article III. The Depository has elected a method to adequately protect the funds of the District deposited with the Depository in accordance with the TEC, §45.208, and a copy of the election is attached to this contract and incorporated by reference.

Article IV.

- A. The TEC, §45.205, requires that this contract and any extension of this contract coincide with the District's fiscal year. If the District changes its fiscal year in accordance with the TEC, §44.0011, the parties may agree to shorten or extend the two-year term of the contract by no more than one year to coincide with the end of the new fiscal year, provided that this contract remains in effect until the Depository's successor is selected and has qualified. If the parties cannot agree, the District has the option to change the term of this contract to coincide with the end of a new fiscal year closest to its original expiration date.
- B. The District and the Depository may agree to extend this contract for three additional two-year terms in accordance with the TEC, §45.205(b). The contract may be modified for each two-year extension if both parties mutually agree to the terms. An extension under this subsection is not subject to the requirements of the TEC, §45.206.
- C. The District must electronically file this contract and any additional two-year extension of this contract with the Texas Education Agency.
- D. The Depository must allow the District to purchase time deposits that mature after the ending date of this contract; however, the Depository may apply new interest rates to the time deposits after the ending date of this contract. The District is entitled to withdraw these time deposits without penalty when this contract expires. But in that event, the Depository will be obligated only to pay interest rates comparable to rates offered in the contract for the term the time deposits were actually held. The Depository may impose an early withdrawal penalty on a time deposit withdrawn within six days of creation of the deposit, to the extent required to comply with federal regulations defining time deposits.
- E. If a contractual dispute results in litigation between the Depository and the District, the trial will be held in the county in which the District has its central office, but only if this venue designation is not considered to be a waiver of any immunity that either party to this contract may be entitled to claim.

Article V. The District and the Depository execute this contract and each retain a copy, both of which are considered to be originals, and file the contract with the TEA electronically as specified in Article IV, item C, above.

**Election of Collateral Method for Funds
of Independent School Districts
under the Texas Education Code, Chapter 45, Subchapter G,
School District Depositories**

In accordance with Article III of the Depository Contract for Funds, the Depository has elected to use the following method(s) to protect the funds of the District:

- Surety bond (TEC, §45.208[b])
- Deposit or pledge securities (TEC, §45.208[f])

- A. If the Depository elected to file with the District a corporate surety bond, then the corporate surety bond is in an initial amount of \$ _____, which is equal to the estimated highest daily balance of the District funds determined by the board of trustees of the District to be on deposit with the Depository during the term of this contract. The corporate surety bond is executed in the form and with the content prescribed by State Board of Education rule. A fully executed copy of the corporate surety bond is attached to and made a part of this contract by reference, provided further that:
- (1) the initial amount of the corporate surety bond may rise or fall from day to day so long as all deposits of the District are fully protected;
 - (2) the bond is made payable to the District and is signed by the Depository and the surety company authorized to do business in this state;
 - (3) the bond and the surety on the bond are approved by the board of trustees of the District;
 - (4) the bond exists under the condition that the Depository must:
 - (a) faithfully perform all duties and obligations required by law and this contract;
 - (b) pay on presentation all checks or drafts ordered according to law by the District's board of trustees;
 - (c) pay on demand any demand deposit in the Depository;
 - (d) pay any time deposit after the required notice period expires;
 - (e) faithfully keep school district funds and account for the funds according to law; and
 - (f) faithfully pay over to the successor depository all balances remaining in the account; and
 - (5) the District may not pay a premium on the depository bond out of school district funds.
- B. If the Depository did not elect to make the corporate surety bond in the amount and as referred to in A, above, then the Depository must either deposit or pledge with the District, or with a trustee designated by the District, approved securities as defined in the TEC, §45.201. The pledged or deposited securities must meet the following conditions:
- (1) The pledged securities must be approved securities and authorized by law and must be in a total market value sufficient to protect the funds of the District on deposit as directed at any time by the District in accordance with standards acceptable to the Texas Education Agency.
 - (2) The pledge of approved securities must be waived only to the extent of the exact dollar amount of Federal Deposit Insurance Corporation insurance protection for the District's funds on deposit with the Depository from day to day, and if the insurance protection ends, this contract must immediately become void except as provided in (4) below.
 - (3) The conditions of the pledge of approved securities required by this contract are that the Depository must:
 - (a) credit the account(s) of the District with the full amount of all State of Texas warrants presented to the Depository for the District's account no later than the next banking day after the day the Depository receives the warrants credit the account(s) of the District with the full amount of electronically transferred funds on the effective settlement date;
 - (b) faithfully perform all duties and obligations required by law and this contract;
 - (c) pay upon presentation all checks or drafts ordered according to law by the District's board of trustees;
 - (d) pay upon demand any demand deposit of the District in the Depository;
 - (e) pay any time deposit or certificate of deposit upon maturity or after the required notice period expires;
 - (f) faithfully keep school district funds and account for the funds according to law; and
 - (g) faithfully pay over to the successor depository all balances of funds remaining in the account.
 - (4) The pledge of approved securities required by this contract must continue until either this contract ends or the Depository fulfills all its duties and obligations arising out of this contract, whichever is later. And a continuing security interest in the District's favor must immediately apply to any pledge to all proceeds of sale and to all substitutions, replacements, and exchanges of the securities, and in no event may this continuing security interest be voided by any act of the Depository; however, the Depository will have the right, with the District's consent, to purchase and sell, and substitute or replace with other approved securities, any of the approved securities pledged under this contract, provided that the Depository adheres to all the other conditions of this contract, and the pledge is in addition to all other remedies available in law to the District.
 - (5) The Depository must immediately furnish or cause to be furnished to the District original and valid safekeeping or trust receipts issued by the custodian holding the approved securities pledged under this contract, marked on their face by the custodian to show the pledge and market value as required above, and the Depository must upon the District's request provide a description of securities being pledged and evidence that the securities are legally acceptable in accordance with (1) above.
 - (6) The District may examine and verify at any reasonable time a pledged investment security or a record that a custodian maintains in accordance with the Texas Government Code, §2257.061. The District or its agent may inspect at any time an investment security evidenced by trust receipt.
 - (7) Upon any closing or failure of the Depository, or any event considered by a state or federal regulatory agency to constitute a closing or failure of the Depository, title to all securities pledged under this depository contract must be considered to be vested in, and to be held by

the District. The District is empowered to take immediate possession of and to sell any such pledged securities, whether in safekeeping at another bank or in possession of the District or the Depository, and the District is specifically so empowered by execution of this contract.

- (8) The collateral pledge agreement must conform to Title 12 United States Code Annotated, §1823(e), so to defeat the claim of the Federal Deposit Insurance Corporation, its successor, or any other receiver to the securities, and be:
 - (a) in writing;
 - (b) executed by the Depository at the same time the asset is acquired;
 - (c) approved by the Depository's board of directors or loan committee, with the approval reflected in the board's or committee's minutes; and
 - (d) maintained continuously from the date of its execution as an official record of the Depository.

The Depository must furnish the minutes of the Depository's board of directors or loan committee to the District.

- C. If the Depository elects to give both a corporate surety bond and to pledge approved securities, the corporate surety bond and pledged approved securities must be in an aggregate amount that, together with applicable Federal Deposit Insurance Corporation insurance, will adequately protect the total amount of District funds on deposit with the Depository from day to day. The provisions of A, above, permitting the amount of the corporate surety bond to rise or fall from day to day, and all the provisions of B, above, relating to the amount and conditions of pledge of approved securities, including but not limited to substitution and conditions of pledge, apply to the election permitted by this paragraph C.
- D. The Depository agrees to cover by corporate surety bond, pledge of approved securities, or both an amount that is equal to funds anticipated to be on deposit from day to day, which is estimated not to exceed \$_____. The amount of collateral will be calculated in accordance with the Texas Government Code, Chapter 2257, Collateral for Public Funds Act.
- E. After the beginning date of this contract if the amount of deposit exceeds that which is initially covered by corporate surety bond, pledged approved securities, and FDIC insurance, the amount covered will be increased, and original and valid safekeeping or trust receipts of the additional securities, increased corporate surety bond, or both will be provided in accordance with the TEC and Texas Education Agency rules.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2020-2021 Budget Amendment #2-General Operating Fund

RECOMMENDED ACTION

Approve the 2020-2021 Budget Amendments to the General Operating Fund as presented.

RATIONALE

The Operating Budget is being amended to reflect the average daily attendance (ADA) Hold Harmless issued by TEA for the 2020-2021 school year and a decrease in property taxes due to adjustments which results in a decrease in recapture. The amendment also includes a decrease to interest earnings on investments.

BUDGET PROVISIONS

2020-2021 General Operating Budget

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business and Operations

Brad Goerke, Director of Accounting & Budget/Comptroller

ATTACHMENTS

2020-2021 Budget Amendment #2-General Operating Fund

MEETING DATE

June 16, 2021

Lake Travis ISD
General Operating Fund-Budget Amendment #2
2020-2021

		2020-2021	Recommended	2020-2021
<u>Revenues</u>		<u>Revised Budget</u>	<u>Amendments</u>	<u>Amended Budget</u>
5711	Current Year Taxes	\$ 128,602,427	\$ (1,140,000)	\$ 127,462,427
5700	Other Local Revenues	\$ 2,616,091	\$ (215,000)	\$ 2,401,091
5800	State Program Revenues	\$ 7,383,256	\$ 830,000	\$ 8,213,256
5900	Federal Revenue	\$ 625,000	\$ (94,000)	\$ 531,000
	TOTAL REVENUES	\$ 139,226,774	\$ (619,000)	\$ 138,607,774
<u>Expenditures</u>				
11	Instruction	\$ 56,485,802	\$ (500,000)	\$ 55,985,802
12	Instructional Resources	\$ 924,778	\$ 50,000	\$ 974,778
13	Staff Development	\$ 1,051,788	\$ -	\$ 1,051,788
21	Instructional Administration	\$ 1,763,501	\$ 50,000	\$ 1,813,501
23	School Administration	\$ 4,569,643	\$ -	\$ 4,569,643
31	Guidiance & Counseling	\$ 3,874,148	\$ -	\$ 3,874,148
32	Social Work Services	\$ 137,736	\$ 20,000	\$ 157,736
33	Health Services	\$ 906,628	\$ 20,000	\$ 926,628
34	Transportation	\$ 5,004,811	\$ (200,000)	\$ 4,804,811
35	Food Service	\$ 90,000	\$ -	\$ 90,000
36	Co-Curricular Activities	\$ 2,448,937	\$ (159,000)	\$ 2,289,937
41	General Administration	\$ 3,470,297	\$ 200,000	\$ 3,670,297
51	Plant & Maintenance	\$ 10,818,050	\$ -	\$ 10,818,050
52	Safety & Security	\$ 685,782	\$ -	\$ 685,782
53	Non-Instructional Data Processing	\$ 2,903,266	\$ -	\$ 2,903,266
61	Community Services	\$ 418,560	\$ -	\$ 418,560
71	Debt Service	\$ -	\$ -	\$ -
81	Facilities/Construction	\$ 30,000	\$ -	\$ 30,000
91	State Transfers (Recapture)	\$ 43,813,047	\$ (700,000)	\$ 43,113,047
92	Incremental WADA Costs	\$ 300,000	\$ -	\$ 300,000
93	Sp. Ed. Transfer Payments	\$ 45,000	\$ -	\$ 45,000
95	JJAEF Transfer Payments	\$ 15,000	\$ -	\$ 15,000
99	Travis County Appraisal District	\$ 570,000	\$ -	\$ 570,000
	TOTAL EXPENDITURES	\$ 140,326,774	\$ (1,219,000)	\$ 139,107,774
				\$ -
	Excess (Deficiency) Of Revenues Over			
1200	Expenditures	\$ (1,100,000)	\$ 600,000	\$ (500,000)
				\$ -
3000	Beginning Fund Balance-9/1	\$ 41,266,053		\$ 41,266,053
				\$ -
3600	Ending Fund Balance-8/31	\$ 40,166,053		\$ 40,766,053

Note: Budget amendment reflects a reduction in property taxes due to adjustments and subsequent decrease in recapture, decrease in interest earnings on investments and increase in state aid due to prior years adjusted recapture payments.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Resolution of the Board Regarding ESSER III and Policy CB (LOCAL), State and Federal Revenue Sources

RECOMMENDED ACTION

Approve Resolution No. 06162021-01 regarding ESSER III and policy CB (Local).

RATIONALE

TEA guidance on the Elementary and Secondary School Emergency Relief III (ESSER III) Fund application process references required public notice for all federal grant applications before the district submits an application to TEA. To meet this requirement, a district may provide a summary of the application and plan for the use of funds as an information item at a board meeting or by other means of public notice. The required Use of Funds Plan and Return to In-Person Instruction and Continuity of Services Plan also require public notice and comment, and the TEA guidance indicates that approval of these plans must be based on local policies regarding approval of such types of plans. Due to the number of public notice requirements in federal grant statutes, TEA recommends that school districts develop local board policy to address how the district will provide required public notice regarding federal grants and awards for consistency. Auditors may request documentation of the district's policies and procedures. Current Board Policy CB (LOCAL) addresses State and Federal Revenue Sources. To ensure that LTISD has policy provisions recommended by TEA in place by the ESSER III application deadline of July 27, 2021, it is recommended that the Board adopt additional policy language for inclusion in CB (LOCAL).

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez, Assistant Superintendent of Business & Operations
Amber King, General Counsel

ATTACHMENTS

Resolution 06162021-01

MEETING DATE

June 16, 2021

Resolution No. 06162021-01

Resolution of the Lake Travis ISD Board Regarding ESSER III and Policy CB(LOCAL), State and Federal Revenue Sources

WHEREAS, on April 28, 2021, TEA notified school districts of the opportunity to apply for their allocation of the Elementary and Secondary School Emergency Relief III (ESSER III) Fund, which should be used to respond to the pandemic and to address student learning loss as a result of COVID-19;

WHEREAS, TEA published guidance regarding how these funds can be used and local compliance requirements school districts must follow, including a recommendation that districts develop local board policy to address how the district will provide the required public notice regarding federal grants and awards for consistency;

WHEREAS, Texas Education Code 11.151 gives the Board of Trustees the exclusive power and duty to govern and oversee the management of the public schools of the District; and

WHEREAS, the Board finds that a need exists to adjust local policy provisions to address public notice for federal grants and awards and approval of required grant plans;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Lake Travis Independent School District adopts the following text for inclusion at CB(LOCAL), State and Federal Revenue Sources:

- The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.
- Approval of required grant and award plans shall be by the Superintendent.

The change to CB(LOCAL) is effective based on the adoption date of this resolution.

Adopted this _____ (date) day of _____ (month), _____ (year), by the Lake Travis ISD Board of Trustees.

Presiding Officer

Secretary



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Request for Proposals for Technology Consulting Firm to Perform a Technology Audit and Program Review.

RECOMMENDED ACTION

Authorize the Superintendent or his designee to execute a contract with True North Consulting Group for a comprehensive technology audit and program review for the total amount of \$48,025.00.

RATIONALE

Per the 2022 Bond Program Planning Schedule, Lake Travis Independent School District is seeking professional services for a comprehensive technology assessment to identify the following: the current state of technology; capital replacement needs/costs; alignment with best practices; program deficiencies; needs assessment; analysis of current technology initiatives; review age of technologies for obsolescence schedule; and a list of short term and long term recommendations for capital expenditures, implementation action plans, budgetary costs, and funding sources. The results of this assessment will be used for various purposes including, but not limited to, budgetary projections for a future bond election, equipment replacement, and organizational staffing.

Two competitive sealed proposals were received on April 20, 2021. The proposals submitted were evaluated based on their price, their overall project experience/qualifications, and completeness of the response. True North Consulting Group's proposal for the comprehensive technology audit and program review includes the base assessment, remediation budget, peer review, risk assessment, electronic survey/focus groups, and wireless site survey, configuration review, inventory, etc. for the total contract amount of \$48,025.00.

BUDGET PROVISIONS

2018 Bond Funds

RESOURCE PERSONNEL

Chris Woehl, Executive Director for Technology

ATTACHMENTS

21-029 Price Detail Tech Audit and Program Review

MEETING DATE

June 16, 2021

Lake Travis ISD
 Audit and Program Review
 RFP #21-029

NOTE: For explanation of column terms, go to the bottom of the tab.

Price Evaluation Detail

Item #	Description	Quantity	Unit
1	Total Cost	1	EA

True North Consulting Group, LLC		
Bid Price	Extended	Com
\$ 48,025.00	\$ 48,025.00	

CELT Corp		
Bid Price	Extended	Com
\$ 89,500.00	\$ 89,500.00	

Pricing Distribution of Points

Item	Group Title	Group Pts
1	Total Price	50

True North Consulting Group, LLC		
Group Price	Points	Com
\$ 48,025.00	50	

CELT Corp		
Group Price	Points	Com
\$ 89,500.00	26.8	

Minimum
\$ 48,025.00

Column Key (associated by Vendor):

Com Comment - Used to indicate a comment has been

Abbreviations by Items (if applicable)

- NR Non-responsive - Item was not considered since the item or entire bid was considered non-responsive
- BE Bid Error - Bidder priced the item incorrectly and documentation was received to verify
- NS Non-spec Item is non-spec as indicated below

Comments (Com) by Footnote # (if applicable)



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2021-2022 Salary Adjustments and Compensation Plans

RECOMMENDED ACTION

Authorize the administration to implement the salary adjustments as recommended.

RATIONALES

Salary adjustment: recommendations take into consideration raises from area school districts and market comparisons as well as capacity within the District's budget. Administration would like to implement proposed salary increases as follows:

- 2% off the midpoint for all employee pay grades

Compensation Plans: recommendations take into consideration an analysis of market comparisons and responsibilities of specific positions. Administration would like to implement the proposed updates as presented in the 2021-2022 Compensation Plans.

BUDGET PROVISIONS

2021-2022 Budget

RESOURCE PERSONNEL

Evalene Murphy, Assistant Superintendent for Human Resource Services

Pam Sanchez, Assistant Superintendent for Business

ATTACHMENTS

2021-2022 Compensation Plans

Salary Adjustment History

MEETING DATE

June 16, 2021

Lake Travis
ISD
Teacher and Librarian Hiring Schedule
 2021/2022

Experience	Bachelors	Graduate
0	\$51,500	\$52,730
1	\$51,600	\$52,830
2	\$51,750	\$52,980
3	\$51,900	\$53,130
4	\$52,100	\$53,330
5	\$52,300	\$53,530
6	\$52,500	\$53,730
7	\$52,950	\$54,180
8	\$53,150	\$54,380
9	\$53,350	\$54,580
10	\$53,922	\$55,152
11	\$54,532	\$55,762
12	\$55,142	\$56,372
13	\$55,752	\$56,982
14	\$56,362	\$57,592
15	\$56,972	\$58,202
16	\$57,582	\$58,812
17	\$58,192	\$59,422
18	\$58,802	\$60,032
19	\$59,412	\$60,642
20	\$60,022	\$61,252
21	\$60,632	\$61,862
22	\$61,242	\$62,472
23	\$61,852	\$63,082
24	\$62,462	\$63,692
25	\$63,072	\$64,302
26	\$63,682	\$64,912
27	\$64,292	\$65,522
28	\$64,902	\$66,132
29	\$65,512	\$66,742
30	\$66,122	\$67,352
31	\$66,732	\$67,962
32	\$67,342	\$68,572
33	\$67,952	\$69,182
34	\$68,562	\$69,792
35	\$69,172	\$70,402
36+	\$69,782	\$71,012



Provisional Compensation Plan – 2021/2022

Pay Grade 1

Hourly Rate	\$10.39	\$12.00	\$13.00	\$15.00	\$16.00	\$30.00
	Elem Monitor Substitute	Clerical Substitute	FANS Substitute	Extended Care Bus Driver Substitute	Extended Care Plus	Extended Care Registered Nurse
	Equipment Manager	Warehouse Worker		Extended Care Substitute		
				Testing monitor/proctor		
				Crossing Guard Substitute		
Hourly Rate	\$12.45	\$15.25				
	Certified Tutor (certified in area tutoring)	Dual Language Tutor (certified in area tutoring)				

Pay Grade 2

Daily Rate	\$95.00	\$100.00	\$120.00	\$150.00
	Non-Certified Substitute for Teachers & Aides	Certified Substitute for Teachers & Aides	Certified Substitute (31 or more consecutive days for same employee)	Substitute Year
	\$105.00	\$110.00		
	Non-Certified Substitute for Special Education Teachers	Certified Substitute for Special Education Teachers		

Pay Grade 3

Daily Rate	\$95.00	\$150.00	\$300.00
	Day Care Substitute	Registered Nurse Substitute	Administrator Substitute



Professional Compensation Plan 2021-22

Pay Grade 1

	Minimum	Midpoint	Maximum
Daily	163.19	199.24	235.31
Annual - 240	39,166	47,818	56,474
Grounds Lead			

Pay Grade 2

	Minimum	Midpoint	Maximum
Daily	225.04	266.89	308.74
Annual - 240	54,010	64,054	74,098
Maintenance Manager			

Pay Grade 3

	Minimum	Midpoint	Maximum
Daily	244.12	298.06	352.01
Annual - 195	47,603	58,122	68,642
Annual - 225	54,927	67,064	79,202
Annual - 240	58,589	71,534	84,482
Accountant (225) Fleet Manager (240) Curriculum Designer (225) Asst Director, Transportation (225)		Accounts Payable Coord (225) Dietitian & Marketing Coord (225) Child Development Center Coord (195)	

Pay Grade 4

	Minimum	Midpoint	Maximum
Daily	250.61	305.99	361.37
Annual - 217	54,382	66,400	78,417
Instructional Coach			

Pay Grade 5

	Minimum	Midpoint	Maximum
Daily	255.48	311.95	368.41
Annual - 206	52,629	64,262	75,892
At-Risk Coord			

Pay Grade 6

	Minimum	Midpoint	Maximum
Daily	255.61	308.59	361.54
Annual - 187	47,799	57,706	67,608
Annual - 206	52,656	63,570	74,477
Lead Nurse (206)	Nurse (187)		

Pay Grade 7

	Minimum	Midpoint	Maximum
Daily	265.46	324.13	382.79
Annual - 197	52,296	63,854	75,410
Annual - 225	59,729	72,929	86,128
ARD Facilitator (197) Intervention Services Coord (225) Lead Behavior Specialist (225) Low Incidence Specialist (197)		Behavior Specialist (197) Help Desk Supervisor (225) Licensed Clinical Social Worker (197) Transition Specialist (197)	

Pay Grade 8

	Minimum	Midpoint	Maximum
Daily	276.55	334.14	391.76
Annual - 197	54,480	65,826	77,177
Annual - 206	56,969	68,833	80,703
Elem Counselor (197)		HS & MS Counselor (206)	

Pay Grade 9

	Minimum	Midpoint	Maximum
Daily	283.42	340.77	398.12
Annual - 187	53,000	63,724	74,448
Occupational Therapist		Physical Therapist	

Pay Grade 10

	Minimum	Midpoint	Maximum
Daily	291.09	349.76	408.42
Annual - 197	57,345	68,903	80,459
Annual - 225	65,495	78,696	91,895
Diagnostician (197) Lead LSSP (225)		LSSP (197)	

Pay Grade 11

	Minimum	Midpoint	Maximum
Daily	303.96	371.13	438.31
Annual - 187	56,841	69,401	81,964
Annual - 225	68,391	83,504	98,620
PEIMS Coord (225) Athletic Trainer (187) Lead Athletic Trainer (187) Curriculum & Instruction Coord (225) Systems Administrator (225)		Database Administrator (225) Speech Language Pathologist (187) Lead Speech Language Pathologist (225) Network Administrator (225)	

Pay Grade 12

	Minimum	Midpoint	Maximum
Daily	322.91	394.27	465.63
Annual - 225	72,655	88,711	104,767
Technical Project Engineer			

Pay Grade 13

	Minimum	Midpoint	Maximum
Daily	361.65	441.57	521.49
Annual - 225	81,371	99,353	117,335
Senior System Engineer			

Pay Grade 14

	Minimum	Midpoint	Maximum
Daily	370.34	450.46	532.27
Annual - 225	83,327	101,354	119,761
Asst Director, Technology			



Clerical-Paraprofessional Compensation Plan 2021-2022

Pay Grade 1

	Minimum	Midpoint	Maximum
Hourly	11.50	14.10	16.68
Annual - 190	17,480	21,432	25,354
Annual - 192	17,664	21,658	25,620
Assistant Child Care Provider (190)			

Pay Grade 2

	Minimum	Midpoint	Maximum
Hourly	12.65	15.48	18.33
Annual - 174	17,609	21,548	25,515
Annual - 178	18,014	22,044	26,102
Annual - 187	18,924	23,159	27,422
Annual - 225	22,770	27,864	32,994
Aide, Attendance (187) Aide, ISS (187) Asst Clerk, Extra Curricular Programs (174)		Aide, Counseling (187) Aide, Library (178) District Mail Clerk (225)	

Pay Grade 3

	Minimum	Midpoint	Maximum
Hourly	13.35	16.34	19.35
Annual - 187	19,972	24,445	28,948
Annual - 190	20,292	24,837	29,412
Aide, Dual Language (187) Aide, Fine Arts (187) Aide, Pre-K (187) Aide, Color Guard (187) Aide, Special Education Level 1 (187)		Aide, PE (187) Aide, ESL (187) Aide, CMC (187) Child Care Provider (190) Receptionist, Campus (187)	

Pay Grade 4

	Minimum	Midpoint	Maximum
Hourly	13.78	16.87	19.94
Annual - 187	20,615	25,238	29,830
Annual - 192	21,166	25,912	30,628
Annual - 193	21,276	26,047	30,787
Clerk, Attendance, ES (193) Admin Asst, Asst Principal (192) Admin Asst, Special Education (187)		Clerk, Attendance, MS (187) Admin Asst, Counselor (192)	

Pay Grade 5

	Minimum	Midpoint	Maximum
Hourly	15.46	18.90	22.37
Annual - 187	23,128	28,274	33,466
Annual - 192	23,747	29,030	34,360
Annual - 225	27,828	34,020	40,266
Aide, Special Education Level 2 (187) Assistive Technology Assistant (187) Receptionist, District (225)		Aide, Project SEARCH (187) Copy Center Operator (192)	

Pay Grade 6

	Minimum	Midpoint	Maximum
Hourly	15.79	19.00	22.48
Annual - 187	23,622	28,424	33,630
Bilingual Parent Liaison			

Pay Grade 7

	Minimum	Midpoint	Maximum
Hourly	16.75	20.52	24.28
Annual - 192	25,728	31,519	37,294
Annual - 217	29,078	35,623	42,150
Annual - 225	30,150	36,936	43,704
Clerk, Athletics (225) Assistant Registrar, HS (225) Admin Asst, ES Principal (217) Admin Asst, Assoc Principal (192)		Clerk, Finance (225) Clerk, Attendance HS (192) Admin Asst, MS Principal (217) Admin Asst, Learning & Teaching Dir (225)	

Pay Grade 8

	Minimum	Midpoint	Maximum
Hourly	17.71	21.69	25.66
Annual - 187	26,494	32,448	38,387
Annual - 206	29,186	35,745	42,288
Annual - 225	31,878	39,042	46,188
Registrar, MS (206) Inventory Coord (225) Admin Asst, Athletics (225) Admin Asst, Fine Arts (225) Admin Asst, Maintenance (225) Admin Asst, Transportation (225)		Admin Asst, Purchasing (225) Licensed Vocational Nurse (187) Admin Asst, Special Services (225) Admin Asst, Development & Corp Rel (225) Admin Asst, Food & Nutrition Services (225) Admin Asst, Communication, Media, and Community Relations (225)	

Pay Grade 9

	Minimum	Midpoint	Maximum
Hourly	18.77	23.00	27.22
Annual - 225	33,786	41,400	48,996
Registrar, HS Admin Asst, HS		Records & Admin Asst to Technology	

Pay Grade 10

	Minimum	Midpoint	Maximum
Hourly	20.72	25.36	30.03
Annual - 195	32,323	39,562	46,847
Annual - 225	37,296	45,648	54,054
CDC Site Supervisor (195) Information Systems End-user Support Technician (225)		Information Systems Technician (225) Nutrition & Catering Coord (225) Technology Technician I (225)	

Pay Grade 11

	Minimum	Midpoint	Maximum
Hourly	22.59	27.65	32.72
Annual - 225	40,662	49,770	58,896
Admin Asst, Asst Supt Buyer HR Staffing Specialist Payroll Specialist Technology Technician II - Support Services		Accounts Payable Specialist Community Relations Liaison Inventory & Licensing Support Specialist Technology Technician II - Endpoint Services	

Pay Grade 12

	Minimum	Midpoint	Maximum
Hourly	24.37	30.00	35.00
Annual - 225	43,866	54,000	63,000
Benefits/Leave Specialist Human Resource Specialist II		Communication Specialist Web & Multimedia Service Specialist	

Pay Grade 13

	Minimum	Midpoint	Maximum
Hourly	26.65	32.64	38.62
Annual - 225	47,970	58,752	69,516
Admin Asst, Supt			

Pay Grade 14

	Minimum	Midpoint	Maximum
Hourly	28.50	33.71	38.92
Annual - 225	51,300	60,678	70,056
Police Officer			



Auxiliary Compensation Plan 2021/2022

Pay Grade 1

	Minimum	Midpoint	Maximum
Hourly	11.18	13.62	16.08
Annual - 174	15,563	18,959	22,383
Elementary Monitor		Crossing Guard	

Pay Grade 2

	Minimum	Midpoint	Maximum
Hourly	13.35	16.34	19.35
Annual - 174	18,583	22,745	26,935
Annual - 180	19,224	23,530	27,864
Food & Nutrition Specialist (180) Safety Monitor, HS (174)		Parking Patrol (174)	

Pay Grade 3

	Minimum	Midpoint	Maximum
Hourly	13.87	16.65	19.74
Annual - 180	19,973	23,976	28,426
Annual - 240	26,630	31,968	37,901
Food & Nutrition Spec II (180)		Grounds (240)	

Pay Grade 4

	Minimum	Midpoint	Maximum
Hourly	15.00	18.37	21.75
Annual - 207	24,840	30,421	36,018
Catering Cook			

Pay Grade 5

	Minimum	Midpoint	Maximum
Hourly	15.30	18.28	21.17
Annual - 178	21,787	26,031	30,146
Bus Monitor		Bus Driver Trainee	

Pay Grade 6

	Minimum	Midpoint	Maximum
Hourly	15.92	19.28	22.85
Annual - 183	23,307	28,226	33,452
Food Service Manager, ES (183)			

Pay Grade 7

	Minimum	Midpoint	Maximum
Hourly	16.42	20.16	23.89
Annual - 183	24,039	29,514	34,975
Annual - 240	31,526	38,707	45,869
Food Service Manager, Annex (183) Food Service Manager, MS (183)		Food Service Manager, District (183) General Maintenance (240)	

Pay Grade 8

	Minimum	Midpoint	Maximum
Hourly	18.59	22.79	26.98
Annual - 183	27,216	33,365	39,499
Annual - 217	32,272	39,563	46,837
Annual - 225	33,462	41,022	48,564
Annual - 240	35,693	43,757	51,802
Dispatcher (225) Food Service Manager, HS (183) General Maintenance/Key Specialist (240) Router (225) Safety & Special Needs Coordinator (225)		Field Trip Coordinator (217) General Maintenance/Irrigation Specialist (240) Mechanic (240) Router & IT Specialist (225) Skilled Tech (240)	

Pay Grade 9

	Minimum	Midpoint	Maximum
Hourly	19.02	23.28	27.54
Annual - 178	27,084	33,151	39,217
Nurse Bus Monitor			

Pay Grade 10

	Minimum	Midpoint	Maximum
Hourly	20.40	22.64	24.89
Annual - 178	29,050	32,239	35,443
Bus Driver Bus Driver, Team Lead		Bus Driver, Special Education	

Pay Grade 11

	Minimum	Midpoint	Maximum
Hourly	22.56	27.54	32.64
Annual - 240	43,315	52,877	62,669
Skilled Tech		Plumber	



Administrative Compensation Plan 2021-22

Pay Grade 1

	Minimum	Midpoint	Maximum
Daily	265.79	324.13	382.48
Annual - 217	57,676	70,336	82,998
Asst Principal, ES	Asst Principal, MS		

Pay Grade 2

	Minimum	Midpoint	Maximum
Daily	303.32	370.34	437.37
Annual - 217	65,820	80,364	94,909
Annual - 225	68,247	83,327	98,408
Asst Principal, HS (217)	Coord, Special Services (225)		
Coord, Community Programs (225)	Manager, Payroll/Benefits (225)		

Pay Grade 3

	Minimum	Midpoint	Maximum
Daily	329.86	402.74	475.63
Annual - 225	74,219	90,617	107,017
Director, Purchasing	Associate Principal, HS		
Asst Director, Athletics	Asst Director, Special Services		
Manager, Construction Project	Manager, Human Resources		

Pay Grade 4

	Minimum	Midpoint	Maximum
Daily	359.51	438.96	518.41
Annual - 217	78,014	95,254	112,495
Annual - 225	80,890	98,766	116,642
Annual - 240	86,282	105,350	124,418
Principal, ES (217)	Director, Transportation (225)		
Director, Maintenance and Operations (240)	Director, Food & Nutrition Services (225)		
Director, Dvlpmnt/Corporate Relations (225)			

Pay Grade 5

	Minimum	Midpoint	Maximum
Daily	381.99	466.42	550.84
Annual - 217	82,892	101,213	119,532
Annual - 225	85,948	104,945	123,939
Principal, MS (217)	Director, Fine Arts (225)		
Director, Special Services (225)	Director, Health and SEL (225)		
Director, Accountability/Achievement (225)	Director, Learning & Teaching (225)		
Director, Security/Chief of Police (225)	Director, Quality Assurance (225)		

Pay Grade 6

	Minimum	Midpoint	Maximum
Daily	436.43	532.88	629.33
Annual - 225	98,197	119,898	141,599
Comptroller Principal, HS	Director, Athletics Director, Facilities and Construction		

Pay Grade 7

	Minimum	Midpoint	Maximum
Daily	490.83	599.31	707.79
Annual - 225	110,437	134,845	159,253
Exec Director, Communications General Counsel	Exec Director, Technology/Information		

Pay Grade 8

	Minimum	Midpoint	Maximum
Daily	590.43	720.91	851.39
Annual - 224	132,256	161,484	190,711
Asst Supt, Employee & Community Relations Asst Supt, Curriculum & Instruction	Asst Supt, Business Asst Supt, Operations/Title IX Coordinator		

Salary Adjustment History

Fiscal Year	Raise
2020-2021	2%
2019-2020***	5.3% T,L,C,N - 4% All Others
2018-2019**	3.0 %
2017-2018	3.0 %
2016-2017	2.0 %
2015-2016 *	2.0 %
2014-2015	2.0 %
2013-2014	1.5 %
2012-2013 *	2.5 %
2011-2012	0
2010-2011	2.0 %
2009-2010	3.0 %
2008-2009	4.0 %
2007-2008	4.0 %
2006-2007	9.0 %
2005-2006	3.0 %
2004-2005	2.5 %
2003-2004	Step

* Also paid an additional one-time payment of .5%.

** Also paid an additional one-time payment of 1%.

*** 2% Exempt and 4% Non-exempt

Minutes of Board Meeting
The Board of Trustees
Lake Travis Independent School District

A meeting of the Board of Trustees of Lake Travis Independent School District was held on May 19, 2021, beginning at 6:00 p.m. in the Educational Development Center, Live Oak Room, 607 RR 620 North, Austin, Texas 78734.

Call to Order

President Kim Flasch called the meeting to order at 6:06 pm.

Quorum Determination

Trustees in attendance were Kim Flasch, Lauren White, Bob Dorsett, Guy Clayton, John Aouelle, William Beard, and Jessica Putonti.

Pledge of Allegiance and Moment of Silence

Guy Clayton, led the Pledge of Allegiance. A moment of silence was then observed.

Recognitions

- **22 Austin Energy Regional Science Festival State Qualifiers**
Director of Communications, Marco Alvarado and LTHS Principal, Gordon Butler introduced the following students for earning top honors at the 2021 Austin Regional Science Festival: Arden Pellegrino, Aniket Naravane, Taylor Eckel and Luke Lovelace.
- **Lake Travis High School DECA 2021 International Career Development Conference**
Mr. Alvarado and Mr. Butler recognized sixteen students who earned DECA highest honors at the International Career Development Conference. Students recognized were:

Carson Hammock	Sophia Cho
Sreenidhi Kadiyala	Erin Fitzgerald
Zahra Haider	Robert Delmark
Aleksander Vaca	Nicholas Orłowski
Manoj Singireddy	Mikaela Jurovich
Nihanth Attaluri	Lauren Poole
Souptik De	Robert Paine
Eva Berry	Jason Li
- **2021 UIL Track and Field State Meet**
Director of Athletics, Hank Carter recognized Emily Fitzsimmons, Jack Mann and Jacob Tracy for their medals earned at the UIL Track and Field State Meet.
- **2021-2022 Campus Teacher of the Year Award Recipients**
Assistant Superintendent, Evalene Murphy announced the 2021-2022 campus teachers of the year.

The 2021-2022 Campus Teacher of the Year recipients are:

- Diana Martin, Bee Cave Elementary School (Kindergarten)
- Elizabeth Terrell, Serene Hills Elementary School (Kindergarten)
- MaryAnne Malicki, Lake Pointe Elementary School (5th grade)
- Minka Judson, Lakeway Elementary School (Physical Education)
- Linda Holt, West Cypress Hills Elementary School (2nd grade)
- Bridgette DeLong, Lake Travis Elementary School (5th grade)
- Erin Tristan, Rough Hollow Elementary School (5th grade)
- Sue Arminio, Lake Travis Middle School (Special Education)
- Kendall Sealy, Hudson Bend Middle School (Social Studies)
- Aaron Forgey, Bee Cave Middle School (Art)
- Lisa Minck, Lake Travis High School (Special Education)

The 2021-2022 District Teacher of the Year recipients selected by senior staff are:

- Elementary – Elizabeth Terrell, Serene Hills Elementary School (Kindergarten)
- Secondary – Kendall Sealy, Hudson Bend Middle School (Social Studies)

▪ **Lake Travis ISD School Board Trustee Guy Clayton**

Superintendent, Paul Norton recognized out going board member Guy Clayton. During his tenure on the school board, Mr. Clayton has been an exemplary ambassador for the Lake Travis ISD community by supporting the administration and district staff, fostering accountability and continuous improvement, and advocating for the benefit of all students.

Mr. Clayton departed the board room at 6:36 p.m.

Trustee Election

▪ **Canvass the May 1, 2021 Board of Trustees Election**

Assistant Superintendent, Pam Sanchez requested the board approve the Canvass of the May 1, 2021 Board of Trustees Election.

A MOTION was made by Trustee John Aouelle and seconded by Trustee Bob Dorsett to approve the official canvass for Lake Travis Independent School District's May 1, 2021 Board of Trustees Election (Place 1 and Place 2).

The motion passed by a vote of 6-0.

▪ **Oath of Office – Board of Trustees for the Lake Travis Independent School District Places 1 and Place 2**

Lake Travis ISD Election Official, Kristine Doggett administered the Oath of Office to Lauren White and Phil Davis.

Public Comments/Citizen Participation

1. Andy Cassidy
2. Jess Briggs
3. Chris Burns
4. Jessica Howard
5. Annie Vilven
6. Frederic Dupuy
7. Cru Moore
8. Lee Davila
9. Karen Lugo
10. Jennifer Ozuna
11. Jennifer Moser
12. Rachel Mills
13. Ken Bosan
14. Phoebe Polakovic
15. Kelley Dinderman
16. Dr. Alan Hopkins
17. Charlie Miller
18. Sidney Saxon
19. Amy Beth Hopkins
20. Jennifer Montgomery
21. Sarah Tuthill
22. Kristin Engel
23. Israel Zuela
24. Monica Bosan
25. Alisia Fee
26. Jennifer Fleck
27. Boris Tilin
28. Sabryna Taggart
29. Jeffrey Hall – didn't speak
30. Larry Maddalena
31. Shannon Maddalena
32. Bert Von Roemel
33. Keeley Cano
34. Erik Bell
35. Kara Bell
36. Keith Wahrer
37. Justin Berry
38. Jennifer Alessandra
39. Amy Hesse – not speaking
40. Nicole Housman
41. Tiffany Rothe

Consideration Item

This item was taken out of order of the agenda

- **Consider updating Safety Protocols to Allow Mask Wearing to be Optional**

The board considered whether to take formal action to make masks and other face coverings optional for all staff, students and visitors on District property, both inside and outside school facilities.

A MOTION was made by Bob Dorsett and seconded by John Aouelle make masks optional outdoors effective immediately. This motion was **TABLED** until after Public Comment are heard. **A Motion** to Withdrawal made by Bob Dorsett and seconded by John Aouelle and was passed.

A MOTION was made by Bob Dorsett and seconded by John Aouelle to make masks optional indoors and outdoors at the High School only. This motion was **TABLED** until after public comment are heard. **A Motion** to Withdrawal made by Bob Dorsett and seconded by John Aouelle and was passed.

A MOTION was made by Jessica Putonti and seconded by William Beard to make masks optional indoor and outdoor for MS. This motion was **TABLED** until after public comment are heard. **A Motion** to Withdrawal made by Jessica Putonti and seconded by William Beard and was passed.

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti to modify the current mask requirements and allow for the optional use of masks or other face coverings for staff, students, and visitors while on District property effective May 24, 2021 at 12:01 am.

The **MOTION PASSED** by a vote of 5-2.

5 minute break taken at 9:58 resumed meeting at 10:06 pm.

Presentation / Discussion Items

- **Population and Survey Analysts (PASA) 2021 Demographic Update**

Mr. Norton introduced Dr. Stacey Tepera from PASA who presented the 2021 Demographic Update.

This item was for presentation only; on action was requested.

- **April 2021 Monthly Financial Reports - Statement of Revenue and Expenditures, Balance Sheet, Tax Statement and 2018 Capital Project Report**

Ms. Sanchez presented the monthly financial report which included a review of the following documents:

1. Statement of Revenue and Expenditures - April 2021
2. Balance Sheet - April 2021
3. Tax Statement - April 2021
4. 2018 Capital Project Report - April 2021

This item was for discussion only; no action was requested.

- **Bank Depository Contract 2021-2023**

Ms. Sanchez stated the state laws pertaining to school district depositories are found in the Texas Education Code (TEC), Chapter 45, Subchapter G (Sections 45.201-45.209). In determining the highest and best proposal, the board of trustees must consider the interest rate proposed on time deposits; charges for keeping district accounts, records, and reports and furnishing checks; and the ability of the bank submitting the proposal to provide the necessary services and perform the duties as school district depository together with any other matters that in the judgment of the board would be in the best interest of the district. The board has the right to reject any and all proposals.

The District received three proposals from the 20 banks solicited. Prosperity Bank provided the most competitive proposals. Prosperity Bank was the only bank to waive all related bank fees. All three banks are positioned to accept and collateralize the maximum potential of district deposits. In regards to the financial strength of the institutions, the banks exhibit a healthy return on equity, a net interest margin that is higher than their peers, and overhead ratios that were well below the standard (a sign of strict expense control).

This item was for discussion only; action will be requested at the June 16, 2021 board meeting.

- **Resolution of the Board Regarding ESSER III and Policy CB (LOCAL), State and Federal Revenue Sources**

Ms. King explained TEA guidance on the Elementary and Secondary School Emergency Relief III (ESSER III) Fund application process references required public notice for all federal grant applications before the district submits an application to TEA. To meet this requirement, a district may provide a summary of the application and plan for the use of funds as an information item at a board meeting or by other means of public notice.

This item was for discussion only; action will be requested at the June 16, 2021 board meeting.

- **Reinstatement of Board Policy FNF (LOCAL) Related to the District's Drug Testing Program**

Ms. King stated anticipation of students returning to school in person for the 2021-2022 school year, the administration recommends reinstatement of the drug testing program in accordance with the FNF policy and regulation as updated in April 2020.

This item was for discussion only; action will be requested at the June 16, 2021 board meeting.

- **Request for Proposals for Technology Consulting Firm to Perform a Technology Audit and Program Review**

Executive Director of Technology, Chris Woehl, state LTISD is seeking professional services for a comprehensive technology assessment to identify the following: the current state of technology; capital replacement needs/costs; alignment with best practices; program deficiencies; needs assessment; analysis of current technology initiatives; review age of technologies for obsolescence schedule; and a list of short term and long term recommendations for capital expenditures, implementation action plans, budgetary costs, and funding sources. A recommendation to award this contract to True North Consulting Group LLC whose proposal has shown to offer the best value for the District will be made at the June 16, 2021 board meeting.

This item was for discussion only; action will be requested at the June 16, 2021 board meeting.

- **Curriculum Audit**

Executive Director for Curriculum and Instruction, Stefani Allen, announced the firm has partnered with TASA Curriculum Management for a curriculum audit.

This item was for discussion only; action will be requested at the June 16, 2021 board meeting.

Consideration Items

- **Renewal of the Lake Travis ISD District of Innovation Plan**

General Counsel, Amber King, gave a presentation on renewing LTISD's District of Innovation Plan.

A **MOTION** was made by Trustee Lauren White and seconded by Trustee Bob Dorsett to rescind the existing Innovation Plan and approve the renewed LTISD Innovation Plan as presented.

The motion passed by a vote of 7-0.

- **Resolution to Approve Purchasing Cooperative with Region 20 Education Service Center**

Ms. Sanchez presented a resolution to continue participation in the Region 20 purchasing Cooperative.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Lauren White to approve the Resolution with Region 20 Education Service Center to participate in TEXAS 20 Purchasing Cooperative.

The motion passed by a vote of 7-0.

- **Resolution to Approve Purchasing Cooperative with Region 8 Education Service Center**

Ms. Sanchez presented a resolution to continue participation in the Region 8 purchasing cooperative.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the Resolution with Region 8 Education Service Center to participate in The Interlocal Purchasing System (TIPS) Program.

The motion passed by a vote of 7-0.

- **Request for Proposals (RFP) – Custodial Services**

Ms. Sanchez announced after a request for proposal, the district recommends SSC Services for Education for custodial services.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the award of the custodial services contract to SSC Services for Education and authorize the Superintendent or designee to negotiate and execute a contract effective July 1, 2021.

The motion passed by a vote of 7-0.

- **Interlocal Cooperation Agreement for Use of the Greater Austin-Travis County Regional Radio System Between City of Austin and Lake Travis ISD**

Ms. King requested the District become an associate member of the Greater Austin/Travis County Regional Radio System (GATRRS). The City of Austin, the managing partner of GATRRS, has agreed to sponsor the district. The District will be required to reimburse the City of Austin for the District's portion of the annual operating expenses of GATRRS on a per radio basis. The estimated cost is based on six radios at \$32.61 per month for a total maximum annual cost of \$2347.92.

A **MOTION** was made by Trustee Jessica Putonti and seconded by Trustee William Beard to approve the Superintendent or designee to execute the Interlocal Cooperation Agreement for Use of the Greater Austin-Travis County Regional Radio System Between City of Austin and Lake Travis ISD.

The motion passed by a vote of 7-0.

- **Interlocal Cooperation Agreement Between City of Austin and Lake Travis ISD for Installation, Configuration, Maintenance and Repair of Public Safety Equipment and Systems**

Ms. King requested the District partner with the City of Austin's Wireless Communication Services Division for the configuration (programming), maintenance, and repair of police radios, speakers, sirens, lightbars, controllers, and other public safety equipment. The cost for this service is based on the District's need at a rate of \$78.92 per hour for work performed during regular business hours. At this time the only service planned to be requested under this agreement is the programming of police radios to make them functional on the Greater Austin/Travis County Regional Radio System.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Jessica Putonti to approve the Superintendent or designee to execute the Interlocal Cooperation Agreement Between City of Austin and Lake Travis ISD for Installation, Configuration, Maintenance and Repair of Public Safety Equipment and Systems.

The motion passed by a vote of 7-0.

- **Compensation Plan Updates 2020-2021 and 2021-2022**

Assistant Superintendent for Human Resources, Evalene Murphy presented the updated compensation plans for 2020-2021 and 2021-2022.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Jessica Putonti to approve the updated 2020-2021 and 2021-2022 compensation plans.

The motion passed by a vote of 7-0.

▪ **Staffing Allocations for the 2021-2022 School Year**

Ms. Murphy presented recommendations for staffing allocations for the 2021-2022 school year.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the recommended staffing allocations for the 2021-2022 school year.

The motion passed by a vote of 7-0.

▪ **CPR Requirement Waiver for Seniors due to Covid 19**

Ms. Allen announced due to COVID, the school was unable to conduct CPR instruction for seniors. TEA has created a waiver since many school were unable to meet this requirement.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the TEA CPR waiver requirement for seniors.

The motion passed by a vote of 7-0.

Consent Agenda

- Instructional Materials Allotment 2021-2022 TEKS Certification
- Proclamation – 2021 Instructional Materials Selection
- Minutes of April 7, 2021 Board Budget Workshop

A **MOTION** was made by Trustee William Beard and seconded by Trustee Jessica Putonti approve the consent agenda items as presented.

The motion passed by a vote of 7-0.

Upcoming Meetings and Events

Board President Kim Flasch announced the following upcoming meetings and events:

- June 2, 2021 – 6:00 p.m. – Board Workshop, EDC
- June 16, 2021 - 6:00 p.m. - Monthly Board Meeting, EDC
- July 21, 2021 – 6:00 p.m. – Monthly Board Meeting, EDC

Closed Session

Trustees adjourned into Closed Session at 11:25 pm, as permitted by Texas Government Code 551.001 et seq.

Section 551.074 - Personnel Matters

1. The Board will discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public employees or officials. (This may involve consultation with attorney as permitted under Section 551.071)

Section 551.071 - Consultation with Attorney

1. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071 (2).

Section 551.072 - Deliberation Regarding Real Property

1. The Board will discuss the purchase, exchange, lease or value of real property. (This may involve consultation with attorney as permitted under Section 551.071.)

Section 551.0821 - School Board: Personally Identifiable Information About a Public School Student

1. The Board will discuss personally identifiable information about a public school student.

Section 551.076 - Deliberation Regarding Security Devices or Security Audits; Closed Meeting. This chapter does not require a governmental body to conduct an open meeting to deliberate:

1. The deployment, or specific occasions for implementation of security personnel or devices.

Open Session

Trustees returned from Closed Session at 12:32 am. There was no action after closed session.

Adjournment

There being no further action, the May 20, 2021 Board of Trustees' meeting adjourned at 12:32 a.m.

Bob Dorsett, Vice President

Lauren White, Secretary

Minutes of Board Workshop
The Board of Trustees
Lake Travis Independent School District

A workshop of the Board of Trustees of the Lake Travis Independent School District was held June 2, 2021 at 6:00 p.m. at the Educational Development Center, Live Oak Room, 607 Ranch Road 620 North, Austin, Texas 78734

Call To Order

President, John Aouelle called the meeting to order at 6:02 p.m.

Quorum Determination

Trustees Kim Flasch, John Aouelle, William Beard, Phil Davis, Bob Dorsett, and Lauren White were in attendance. Trustee Bob Dorsett was absent.

Audience Comments

1. Jen Lynskey
2. Dana Rockey

Level Three Hearing of Grievance Filed on December 18, 2020

Trustees adjourned into Closed Session at 6:12 p.m. as permitted by Texas Government Code Section 551.001 et. seq.

Closed Session

- Time convened: 6:14 p.m. Time Recessed: 6:16

Open Session

- John Aouelle moves the Board hear the Level Three employee grievance filed on December 18, 2020 through an oral presentation.
Motion made by Bob Dorsett and Seconded by Kim Flasch
All in favor 6-0

The board has voted to hear the grievance through an Oral Presentation. We will hear the grievance hearing under Texas Government Code Section 551.074, related to a complaint against a district employee; Section 551.082, certain school board deliberations; section 551.0821, personally identifiable information regarding a public school student. So that we can conduct the hearing in a closed session, I ask that anyone other than the grievant and the administration's and board's representatives for the hearing leave the room at this time.

- Trustees adjourned into a closed session at 6:17 p.m to hear the grievance presentation.

Closed Session

- Trustees adjourned into a closed session at 6:53 p.m. to discuss the grievance in closed session, under Texas Government Code 551.071, 551.074, 551.082, and 551,0821.
- Time recessed 7:23 p.m.

Open Session

- Time in 7:25 p.m.
- John Aouelle moves that the Board affirm the decision of the Administration and deny the grievance

appeal and all relief requested.
Motion made by Bob Dorsett and Seconded by Phil Davis.
All is favor 6-0

Presentation/Discussion Items

▪ **Presentation of the Projected 2021-2022 Operating Budget**

Ms. Sanchez, presented to the board the Lake Travis ISD 2021-2022 Preliminary Budget Overview.

This item was for discussion only; action will be requested at the August 18, 2021 Board Meeting.

Upcoming Meetings and Events

President John Aouelle announced the following upcoming meetings and events.

June 16, 2021, 6:00 p.m., Monthly Board Meeting, EDC

July 21, 2021, 6:00 p.m., Monthly Board Meeting, EDC

August 18, 2021, 6:00 p.m., Monthly Board Meeting, EDC

Adjournment

There being no further action, the June 2, 2021 Board of Trustees' Workshop adjourned at 8:32 p.m.

Bob Dorsett, Vice President

Lauren White, Secretary