

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 September 15, 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	3
2. Pledge of Allegiance and Moment of Silence	
3. Recognitions	
A. Texas Department of Agriculture 2021 Spring Farm Fresh Challenge	4
4. Public Comments/Citizen Participation	
5. Information Items	
A. List of Qualified Investment Brokers and Dealers	6
B. List of Qualified Investment Trainers	8
6. Presentation/Discussion Items	
A. COVID Protocols	10
B. 2021-2022 Enrollment Update	11
C. August 2021 Monthly Financial Reports - Statement of Revenue and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Projects Report and Quarterly Investment Report	13
D. 2020-2021 Annual Investment Report	19
E. Review Investment Policy CDA - Local and Legal	21
F. 2021 Preliminary School FIRST Rating	45
G. Law Enforcement Mutual Aid Interlocal Agreement Between City of Lakeway and Lake Travis ISD	49
H. Law Enforcement Mutual Aid Interlocal Agreement Between City of Bee Cave and Lake Travis ISD	55
7. Consideration Items	
A. Possible New COVID Protocols	61
B. Resolution No. 081920-03 Regarding the Continuation of Delegation of Authority to Superintendent in Response to COVID-19	62
C. Agreement with Travis County and Other Municipalities Regarding November 2, 2021 Joint Election	66
D. 2021-2022 T-TESS Appraisal Calendar and Appraisal Roster	83
E. Consent Agenda	
1. Compensation Plans and Stipend Catalog for 2021 - 2022	87
2. Resolution Regarding Extracurricular Status of 4-H Organization	105
3. August 11, 2021 Board Meeting Minutes	109

8. Upcoming Meetings and Events
 - A. October 20, 2021, 6:00 p.m. - Monthly Board Meeting, EDC
 - B. November 17, 2021, 6:00 p.m. - Monthly Board Meeting, EDC
9. 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.
10. Adjournment



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Texas Department of Agriculture 2021 Spring Farm Fresh Challenge

RECOMMENDED ACTION

Special Recognition

RATIONALE

In July, Texas Agriculture Commissioner Sid Miller announced the nutrition team at Lake Travis Independent School District successfully completed the Texas Department of Agriculture’s 2021 Spring Farm Fresh Challenge. LTISD joined schools and childcare providers across Texas to Eat Local, Teach Local and Be Social from April 12 through May 14. The challenge was part of Commissioner Miller’s initiative created to connect farmers and ranchers with operators of nutrition programs administered by TDA.

“Texas agriculture has a real impact on students and their daily lives, Commissioner Miller said”. I want to challenge our kids to make healthy lifestyle choices for every meal they eat by filling their plates with locally sourced produce from right here in the Lone Star State.”

TDA delayed the start of the challenge to allow agricultural producers a chance to assess product availability after winter storms. Schools and childcare centers were encouraged to use these current events in their lessons about the hard work and dedication required to bring food to the table.

For more information about Lake Travis ISD Food and Nutrition Services Department, visit www.ltisdschools.org/fans.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Brad Bailey – Assistant Superintendent of Operations

Marco Alvarado – Executive Director of Communications & Community Relations

Ryan Mikolycik – Director of Food and Nutrition Services

ATTACHMENTS

None

MEETING DATE

September 15, 2021



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

July 7, 2021

Mr. Paul Norton
Superintendent
Lake Travis Independent School District
3322 Ranch Road 620 South
Austin, TX 78738-6801

Dear Mr. Norton:

Congratulations to you and your child nutrition team on your achievement in the Texas Department of Agriculture (TDA) Spring Farm Fresh Challenge. I commend you for your commitment to building wholesome learning environments and teaching children about healthy lifestyles using Texas agriculture. Your support of the Farm Fresh Challenge ensures Texas remains a recognized leader in child nutrition.

The Farm Fresh Challenge has an impact that goes beyond good nutrition for young Texans. Participating programs like yours, spent nearly \$8.2 million on Texas products during the challenge. Choosing to buy local foods contributes to job growth and keeps businesses in this great state thriving. Texas farmers and ranchers have supported us throughout this difficult year, and this challenge offered an opportunity to demonstrate your support of them.

Joining the Spring Farm Fresh Challenge demonstrates your commitment to the children of Texas and your community. You are providing exemplary leadership by recognizing that lifelong achievement begins with good nutrition and healthy lifestyles. Thank you for all your efforts during a challenging time and I look forward to seeing your continued success.

Sincerely,

Sid Miller
Commissioner

SM/EC/ec

Enclosure



AGENDA ITEM ACTION SHEET

AGENDA ITEM

List of qualified investment brokers and dealers

RECOMMENDED ACTION

For Information only.

Action will be requested at the October 20, 2021 meeting.

RATIONALE

Per Governmental Code 2256.025, the Board of Trustees is required to approve a list of qualified brokers and dealers who are authorized to engage in investment transactions with the district. The attachment includes the list of firms previously approved.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez - Assistant Superintendent of Business Services

Brad Goerke - Director of Finance

ATTACHMENTS

List of qualified brokers and dealers

MEETING DATE

September 15, 2021

Lake Travis Independent School District
List of Qualified Brokers, Dealers and Investment Advisors
2021-2022

In accordance with Section 2256.025 of the Government Code, the following is a list of investment brokers and dealers approved by the Board of Trustees to sell securities and investments to Lake Travis ISD:

1. Capital One
2. Coastal Securities
3. First Public
4. Hilltop Securities
5. JP Morgan Chase
6. Merrill Lynch
7. Morgan Keegan
8. Oppenheimer & Co., Inc.
9. Raymond James
10. RBC Global Asset Management
11. TCG Advisors
12. Wells Fargo Advisors



AGENDA ITEM ACTION SHEET

AGENDA ITEM

List of qualified investment trainers

RECOMMENDED ACTION

For Information only.

Action will be requested at the October 20, 2021 meeting.

RATIONALE

Per Governmental Code 2256.008(a)-(b), the Board of Trustees is required to approve a list of investment trainers who are qualified to administer instruction to the district's investment officers. The attachment includes the list of firms previously approved.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez - Assistant Superintendent of Business Services

Brad Goerke - Director of Finance

ATTACHMENTS

List of qualified investment trainers

MEETING DATE

September 15, 2021

Lake Travis Independent School District

List of Qualified Investment Trainers

2021-2022

In accordance with Section 2256.008(a)-(b) of the Government Code, the following organizations are approved for investment training by the Lake Travis ISD Board of Trustees:

- 1. First Public**
- 2. Hilltop Securities**
- 3. Government Treasurers of Texas (GTOT)**
- 4. MBIA Municipal Investors Service Corporation**
- 5. PFM Asset Management, LLC**
- 6. Regional Education Service Center 13**
- 7. Texas Association of School Administrators**
- 8. Texas Association of School Boards**
- 9. Texas Association of School Business Officials (TASBO)**
- 10. Texas State University**
- 11. Texas Tech University**
- 12. TexPool**
- 13. University of North Texas**
- 14. Wells Fargo Brokerage Services**



AGENDA ITEM ACTION SHEET

AGENDA ITEM

COVID Protocols

RECOMMENDED ACTION

For Discussion only.

RATIONALE

Discussion around COVID

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Paul Norton - Superintendent

ATTACHMENTS

None

MEETING DATE

September 15, 2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2021-2022 Enrollment Update

RECOMMENDED ACTION

For Presentation/Discussion only.

RATIONALE

Lake Travis ISD projects enrollments each year for the coming school year, staff accordingly and then monitors actual enrollment at the beginning of the year, adjusting staffing as needed. Current enrollments for the first three weeks of school are attached.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services

ATTACHMENTS

2021-2022 Enrollment Update

MEETING DATE

September 15, 2021

2021-2022 Enrollment Update																		
	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22	Day 0 Aug. 17	Day 1 Aug. 18	Day 3 Aug. 20	Day 8 Aug. 27	Day 15 Sept. 8	Day 27 Sept. 27	Day 45 Oct. 25	Snapshot Oct. 29	Change from 2020-21	Campus % Change	Day 1 Leavers	Growth Since Day 1
Lake Travis Elementary	920	895	871	880	782	814	792	775	781	793	798				16	2.05%	-17	23
Lakeway Elementary	714	679	695	672	562	619	564	549	556	564	565				3	0.53%	-15	16
Bee Cave Elementary	684	750	803	815	768	842	845	799	809	813	810				42	5.47%	-46	11
Lake Pointe Elementary	752	739	706	729	724	799	787	761	765	773	774				50	6.91%	-26	13
Serene Hills Elementary	810	880	898	924	612	656	606	568	571	584	589				-23	-3.76%	-38	21
West Cypress Hills Elementary	674	797	874	937	558	667	590	563	565	576	582				24	4.30%	-27	19
Rough Hollow Elementary					726	863	922	874	876	884	885				159	21.90%	-48	11
Elementary Total	4554	4740	4847	4957	4732	5260	5106	4889	4923	4987	5003	0	0	0	271	5.73%	-217	114
Actual change from prior year	251	186	107	110	-225	528	374	157	191	255	271							
% change from prior year	5.83%	4.08%	2.26%	2.27%	-4.54%	11.16%	7.90%	3.32%	4.04%	5.39%	5.73%							
Lake Travis Middle School	1263	1420	1544	816	879	876	907	861	871	879	878				-1	-0.11%	-46	17
Hudson Bend Middle School	1180	1170	1135	1039	982	966	955	922	930	939	947				-35	-3.56%	-33	25
Bee Cave Middle School				871	849	884	887	784	846	843	840				-9	-1.06%	-103	56
Middle School Total	2443	2590	2679	2726	2710	2726	2749	2567	2647	2661	2665	0	0	0	-45	-1.66%	-182	98
Actual change from prior year	238	147	89	47	-16	16	39	-143	-63	-49	-45							
% change from prior year	10.79%	6.02%	3.44%	1.75%	-0.59%	0.59%	1.44%	-5.28%	-2.32%	-1.81%	-1.66%							
Lake Travis High School	2828	3080	3212	3401	3559	3654	3748	3589	3651	3688	3689				130	3.65%	-159	100
Actual change from prior year	131	252	132	189	158	95	189	30	92	129	130							
% change from prior year	4.86%	8.91%	4.29%	5.88%	4.65%	2.67%	5.31%	0.84%	2.58%	3.62%	3.65%							
District Total Enrollment	9825	10410	10738	11084	11001	11640	11603	11045	11221	11336	11357	0	0	0	335	3.05%	-558	312
Actual change from prior year	620	585	328	346	-83	639	602	44	220	335	356							
% change from prior year	6.74%	5.95%	3.15%	3.22%	-0.75%	5.81%	5.47%	0.40%	2.00%	3.05%	3.24%							



AGENDA ITEM ACTION SHEET

AGENDA ITEM

August 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/Discussion 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 Services
Brad Goerke – Director of Finance

ATTACHMENTS

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

MEETING DATE

September 15, 2021

Lake Travis ISD
STATEMENT OF REVENUE AND EXPENDITURES
GENERAL FUND

8/31/2021

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	\$ 127,694,427	\$ 127,994,244	\$ (299,817)	100.23%	\$ 123,670,467	100.00%
5700	Other Local Revenues	2,739,091	2,588,910	150,181	94.52%	3,022,529	100.00%
5800	State Program Revenue	8,999,256	8,820,010	179,246	98.01%	7,665,257	100.00%
5900	Federal Revenue	425,000	445,266	(20,266)	104.77%	466,684	100.00%
Total Revenue		\$ 139,857,774	\$ 139,848,430	\$ 9,344	99.99%	\$ 134,824,937	100.00%

Expenditures

11	Instruction	\$ 53,885,802	\$ 51,917,498	\$ 1,968,304	96.35%	\$52,839,087	100.00%
12	Instructional Resources	974,778	911,194	63,584	93.48%	878,325	100.00%
13	Staff Development	1,051,788	757,392	294,396	72.01%	853,328	100.00%
21	Instructional Administration	1,813,501	1,570,290	243,211	86.59%	1,622,998	100.00%
23	School Administration	4,569,643	4,164,862	404,781	91.14%	4,236,557	100.00%
31	Guidance & Counseling	3,774,148	3,492,496	281,652	92.54%	3,823,082	100.00%
32	Social Work Services	157,736	139,582	18,154	88.49%	68,208	100.00%
33	Health Services	926,628	882,512	44,116	95.24%	847,047	100.00%
34	Transportation	4,604,811	4,338,498	266,313	94.22%	4,468,529	100.00%
35	Food Service	90,000	82,500	7,500	91.67%	96,537	100.00%
36	Co-Curricular Account	2,189,937	2,043,389	146,548	93.31%	2,279,606	100.00%
41	General Administration	3,670,297	3,372,211	298,086	91.88%	3,750,361	100.00%
51	Plant & Maint. Operation	10,418,050	10,556,050	(138,000)	101.32%	10,190,991	100.00%
52	Security	735,782	659,885	75,897	89.68%	467,857	100.00%
53	Non-Inst. Data Processing	2,803,266	2,524,864	278,402	90.07%	2,255,567	100.00%
61	Community Services	418,560	254,788	163,772	60.87%	341,795	100.00%
81	Facilities/Construction	30,000	27,500	2,500	91.67%	26,246	100.00%
91	State Transfers	46,813,047	46,809,390	3,657	99.99%	40,800,011	100.00%
92	Incremental Cost WADA	300,000	262,808	37,192	87.60%	263,501	100.00%
93	SPED TRF-Regular Day	45,000	44,008	992	97.80%	42,508	100.00%
95	JJAEF Transfer Payments	15,000	-	15,000	0.00%	0	100.00%
99	Travis County Appraisal	570,000	444,089	125,911	77.91%	474,377	100.00%
Total Expenditures		\$ 139,857,774	\$ 135,255,808	\$ 4,601,966	96.71%	\$ 130,626,518	100.00%

Other Resources and (Uses)

7990	Other Resources	-	221,828	-	0.00%	-	0.00%
8990	Other Uses	-	-	-	0.00%	-	0.00%
8911	Transfers-Out	-	-	-	0.00%	-	0.00%
Total Resources & Uses		\$ -	\$ 221,828	\$ -	0.00%	\$ -	0.00%

Fund Balance

1200	Excess (Deficiency) Of Revenues Over Expenditures	\$ -	\$ 4,370,794
3000	Beginning Fund Balance 9/1	\$ 44,264,472	
3000	Ending Fund Balance 8/31	\$ 44,264,472	
3590	Committed Fund Balance	\$ 460,234	
3600	Unassigned Fund Balance	\$ 43,804,238	

Lake Travis ISD
COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES
AS OF: August 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	\$ 6,228,213	\$ 3,875,274	\$ 1,410,316	\$ 14,612,496	\$ 4,330,272	\$ 30,456,571
1103 Temporary Investments	47,901,012		6,204,323	29,343,822	113,712	83,562,869
Total Cash and Investments	\$ 54,129,225	\$ 3,875,274	\$ 7,614,639	\$ 43,956,318	\$ 4,443,984	\$ 114,019,440
Receivables:						
1210 Property Taxes-Current	\$ 993,455	\$ -	\$ 353,570	\$ -	\$ -	\$ 1,347,025
1220 Property Taxes-Delinquent	1,808,468	-	634,810	-	-	2,443,278
1230 Allowance-Uncollected Taxes	(1,080,839)	-	(325,251)	-	-	(1,406,090)
1240 Due From Federal Agencies	759,492	881,213	-	-	-	1,640,705
1250 Sundry Receivables	661	1,008	-	-	-	1,670
1260 Due From Funds	1,313,985	-	-	-	837,336	2,151,321
1280 Due From Other Funds	2,526	-	-	-	3,610,510	3,613,036
1290 Other Receivables	(6,900)	3,370	-	-	-	(3,530)
1300 Inventories, At Cost	62,621	293,160	-	-	-	355,781
Total Receivables	\$ 3,853,470	\$ 1,178,752	\$ 663,129	\$ -	\$ 4,447,846	\$ 10,143,196
1400 Other Current Assets	-	-	-	-	291,857	291,857
Total Assets	\$ 57,982,696	\$ 5,054,026	\$ 8,277,768	\$ 43,956,318	\$ 9,183,686	\$ 124,454,493
Resources						
5010 Estimated Revenue	\$ 139,857,774	\$ 13,666,127	\$ 46,410,000	\$ 400,000	\$ 13,097,201	\$ 213,431,102
5030 Less: Realized Revenue	140,070,258	9,714,434	46,391,538	157,412	14,066,528	210,400,170
5000 Revenues to be Received	(212,484)	3,951,693	18,462	242,588	(969,327)	3,030,932
Total Assets & Resources	\$ 57,770,212	\$ 9,005,719	\$ 8,296,230	\$ 44,198,906	\$ 8,214,359	\$ 127,485,426
Liabilities						
Current Liabilities:						
2110 Accounts Payable	\$ 174,446	\$ (4,945)	\$ -	\$ (40)	\$ 69,193	\$ 238,654
2160 Accrued Wages Payable	-	-	-	-	3,818,436	3,818,436
2170 Due To Other Funds	2,744,586	106,216	-	(76,822)	(34,670)	2,739,310
2180 Due To Other Govt's	3,252,811	1,341,161	590,185	534,838	1,390,321	7,109,316
2190 Due To Student Groups	719,515	-	-	-	-	719,515
2150 Payroll Deduct & Withhold	-	-	-	-	171,168	171,168
Total Current Payables	\$ 6,891,358	\$ 1,442,432	\$ 590,185	\$ 457,976	\$ 5,414,448	\$ 14,796,399
2210 Accrued Expenses	-	-	-	122,428	711,221	833,649
2300 Deferred Revenue	2,012,416	319,127	663,128	-	830,373	3,825,044
2400 Payable From Restricted Assets	-	-	-	1,253,013	-	1,253,013
Total Liabilities	\$ 8,903,774	\$ 1,761,559	\$ 1,253,313	\$ 1,833,417	\$ 6,956,042	\$ 20,708,105
Fund Equity						
6010 Appropriations	\$ 139,857,774	\$ 13,977,990	\$ 46,410,000	\$ 57,522,163	\$ 13,097,201	\$ 270,865,128
6050 Less: Expenditures	(135,255,808)	(9,783,209)	(46,466,498)	(17,014,923)	(14,950,145)	(223,470,583)
6030 Encumbrances	-	-	-	-	-	-
Available Appropriations	\$ 4,601,966	\$ 4,194,781	\$ (56,498)	\$ 40,507,240	\$ (1,852,944)	\$ 47,394,545
4310 Reserve For Encumbrances	-	-	-	-	-	-
3600 Unassigned Fund Balance	43,804,238	3,049,379	7,099,415	1,858,249	3,111,261	58,922,542
3590 Committed Fund Balance - Accr. Leave	460,234	-	-	-	-	460,234
Total Liability & Fund Equity	\$ 57,770,212	\$ 9,005,719	\$ 8,296,230	\$ 44,198,906	\$ 8,214,359	\$ 127,485,426

SUMMARY OF TAX COLLECTIONS
AS OF AUGUST 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	(1,843,555.19)
Prior Year Adjustments	<u>(1,126,102.55)</u>
 Adjusted Receivables.....	 \$ 178,149,485.87
Total Net Collections To Date	<u>(175,288,121.66)</u>
 Outstanding Receivables as of	 8/31/2021 \$ <u>2,861,364.21</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	\$ 127,694,427.00	\$ 127,994,243.83	\$ (299,816.83)	100.23%
Maintenance - Prior Year Tax	600,000.00	581,287.26	18,712.74	96.88%
Maintenance - Penalties & Interest	<u>727,123.00</u>	<u>709,853.09</u>	<u>17,269.91</u>	<u>97.62%</u>
Sub-total	<u>\$ 129,021,550.00</u>	<u>\$ 129,285,384.18</u>	<u>\$ (263,834.18)</u>	<u>100.20%</u>
 Debt Service - Current Tax	 \$ 45,550,000.00	 \$ 45,553,051.78	 \$ (3,051.78)	 100.01%
Debt Service - Prior Year Tax	200,000.00	198,866.73	1,133.27	99.43%
Debt Service - Penalties & Interest	<u>200,000.00</u>	<u>250,818.97</u>	<u>(50,818.97)</u>	<u>125.41%</u>
Sub-total	<u>\$ 45,950,000.00</u>	<u>\$ 46,002,737.48</u>	<u>\$ (52,737.48)</u>	<u>100.11%</u>
 Total Collections	 <u>\$ 174,971,550.00</u>	 <u>\$ 175,288,121.66</u>	 <u>\$ (316,571.66)</u>	 <u>100.18%</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	99.23%	99.04%
Percent of Total Taxes Collected	99.68%	99.33%
Percent of Total Taxes and P & I Collected	100.23%	99.81%

<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	98.19%	97.99%
Percent of Total Taxes Collected	98.64%	98.28%
Percent of Total Taxes and P & I Collected	99.18%	98.75%

Lake Travis ISD
2018 Bond Program Summary
August 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	5,035,092.94	28,618.06
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	259,971,382.71	28,617.29

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #7	31,511,000.00	34,196,881.00	34,576,720.32	(379,839.32)
20 Elementary School #8	3,979,000.00	3,979,000.00	172,435.79	3,806,564.21
30 Secondary School #2	13,802,000.00	9,053,407.00	6,049,422.33	3,003,984.67
40 Middle School #3	75,980,710.00	79,786,275.00	77,262,515.41	2,523,759.59
50 FCA Projects	36,610,132.00	59,030,393.00	47,993,174.61	11,037,218.39
60/70 Small Renovation Improvements	16,927,133.00	14,015,202.00	11,329,523.06	2,685,678.94
Construction/Renovation	178,809,975.00	200,061,158.00	177,383,791.52	22,677,366.48

81 Instructional Materials & Equipment	5,707,000.00	5,639,300.00	3,103,304.88	2,535,995.12
82 Technology	29,901,700.00	25,937,510.00	23,271,678.13	2,665,831.87
83 Copy Machines	750,000.00	750,000.00	447,891.55	302,108.45
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	1,509,420.46	464,390.54
86 Transportation	13,300,000.00	10,983,059.00	7,524,482.01	3,458,576.99
87 District Furniture & Equipment	6,000,000.00	6,000,000.00	4,694,855.70	1,305,144.30
88 Police	0.00	400,000.00	353,299.24	46,700.76
90 Land	1,270,000.00	1,270,000.00	561,719.00	708,281.00
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	1,846,918.77	1,353,077.23
97 LTMS Wastewater Expansion	0.00	800,000.00	43,452.95	756,547.05

Other Programs	74,190,025.00	59,938,842.00	45,996,615.26	13,942,226.74
-----------------------	----------------------	----------------------	----------------------	----------------------

Total 2018 Bond Program	253,000,000.00	260,000,000.00	223,380,406.78	36,619,593.22
--------------------------------	-----------------------	-----------------------	-----------------------	----------------------

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
 QUARTERLY INVESTMENT SCHEDULE
 For the Quarter Ending 08/31/2021

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	114,198,011	(66,591,013)	47,606,998	114,198,011	(66,591,013)	47,606,998	237,438	693,779
Debt Service	12,897,809	(6,821,970)	6,075,838	12,897,809	(6,821,970)	6,075,838	595	5,203
Capital Projects 2018	38,369,348	(9,067,050)	29,302,297	38,369,348	(9,067,050)	29,302,297	3,679	39,947
Tax Clearing	917,360	(468,067)	449,293	917,360	(468,067)	449,293	27	6,289
Workers Comp Fund	113,709	5	113,714	113,709	5	113,714	5	67
TOTAL INVESTMENTS	166,496,236	(82,948,096)	83,548,140	166,496,236	(82,948,096)	83,548,140	241,743	745,284

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	0.02%	75,576,075	(70,826,645)	4,749,430	75,576,075	(70,826,645)	4,749,430	1,806	12,155
Debt Service	0.02%	12,494,568	(6,822,072)	5,672,496	12,494,568	(6,822,072)	5,672,496	493	4,646
Capital Projects 2018	0.02%	17,324,407	(9,070,111)	8,254,296	17,324,407	(9,070,111)	8,254,296	619	15,513
Tax Clearing	0.02%	917,360	(468,067)	449,293	917,360	(468,067)	449,293	27	6,289
Workers Comp Fund	0.02%	112,865	5	112,870	112,865	5	112,870	5	66
Total TexPool		106,425,275	(87,186,890)	19,238,385	106,425,275	(87,186,890)	19,238,385	2,949	38,669
TEXAS CLASS									
Local Maintenance	0.14%	4,350,774	633	4,351,407	4,350,774	633	4,351,407	633	5,051
Capital Projects 2018	0.14%	21,044,941	3,060	21,048,001	21,044,941	3,060	21,048,001	3,060	24,434
Total MBIA		25,395,715	3,693	25,399,408	25,395,715	3,693	25,399,408	3,693	29,485
Prosperity									
Local Maintenance	2.10%	34,271,162	4,235,000	38,506,162	34,271,162	4,235,000	38,506,162	235,000	676,573
Debt Service	0.10%	403,241	102	403,342	403,241	102	403,342	102	557
Workers Comp Fund	0.06%	843	0	843	843	0	843	0	0
Total Prosperity		34,675,246	4,235,102	38,910,347	34,675,246	4,235,102	38,910,347	235,102	677,130
Total Money Markets		166,496,236	(82,948,096)	83,548,140	166,496,236	(82,948,096)	83,548,140	241,743	745,284
TOTAL INVESTMENTS		166,496,236	(82,948,096)	83,548,140	166,496,236	(82,948,096)	83,548,140	241,743	745,284

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

9/8/21

Brad Goerke, Director of Finance

Date

9/8/21

9/8/21



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2020-2021 Annual Investment Report

RECOMMENDED ACTION

For Presentation/Discussion only

RATIONALE

Provide the Board of Trustees an annual overview of investment returns and strategy for the past and current year per Governmental Code 2256.005(e).

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services
Brad Goerke – Director of Finance

ATTACHMENTS

2020-2021 Annual Investment Report

MEETING DATE

September 15, 2021

**Lake Travis Independent School District
2020-2021 Investment Summary Report**

	Bank	1st Quarter Ending -11/30/2020			2nd Quarter Ending -02/28/2021			3rd Quarter Ending - 05/31/2021			4th Quarter Ending -08/31/2021			Total
		Maturity		Mkt Value	Maturity		Mkt Value	Maturity		Mkt Value	Maturity		Mkt Value	YTD Earnings
		Date	Yield(%)		Date	Yield(%)		Date	Yield(%)		Date	Yield(%)		
Checking Accounts														
Local Maintenance Fund	Prosperity	N/A	0.50%	\$ 2,980,056	N/A	0.50%	\$ 3,853,618	N/A	0.50%	\$ 2,958,710	N/A	1.00%	\$ 4,418,570	\$ 32,081
Food Service Fund	Prosperity	N/A	0.50%	1,034,697	N/A	0.50%	1,396,876	N/A	0.50%	1,407,962	N/A	1.00%	821,297	11,050
Debt Service Fund	Prosperity	N/A	0.50%	1,241,649	N/A	0.50%	1,031,042	N/A	0.50%	997,748	N/A	1.00%	778,828	12,541
Capital Projects 2018	Prosperity	N/A	0.50%	1,543,824	N/A	0.50%	1,166,311	N/A	0.50%	2,083,577	N/A	1.00%	331,165	32,477
Health Insurance Fund	Prosperity	N/A	0.50%	1,655,675	N/A	0.50%	2,770,707	N/A	0.50%	2,533,890	N/A	1.00%	6,195,702	14,551
W/C Insurance Fund	Prosperity	N/A	0.50%	842,350	N/A	0.50%	738,555	N/A	0.50%	635,098	N/A	1.00%	1,107,231	7,555
Total Checking Accounts				\$ 9,298,250			\$ 10,957,110			\$ 10,616,985			\$ 13,652,793	\$ 110,255
Money Market Accounts														
Local Maintenance Fund	TexPool	N/A	0.12%	8,108,914	N/A	0.12%	78,972,799	N/A	0.12%	75,576,075	N/A	0.15%	4,749,430	12,155
Debt Service Fund	TexPool	N/A	0.12%	5,795,544	N/A	0.12%	6,592,607	N/A	0.12%	12,494,568	N/A	0.15%	5,672,496	4,646
Capital Projects 2018	TexPool	N/A	0.12%	24,177,768	N/A	0.12%	18,538,041	N/A	0.12%	17,324,407	N/A	0.15%	8,254,296	15,513
W/C Insurance Fund	TexPool	N/A	0.12%	112,841	N/A	0.12%	112,861	N/A	0.12%	112,865	N/A	0.15%	112,870	66
Total TexPool Accounts				\$ 38,195,066			\$ 104,216,308			\$ 105,507,914			\$ 18,789,092	\$ 32,380
Local Maintenance Fund	Texas Class	N/A	0.14%	4,346,356	N/A	0.14%	4,349,796	N/A	0.14%	4,350,774	N/A	0.27%	4,351,407	5,051
Capital Projects 2018	Texas Class	N/A	0.14%	21,023,568	N/A	0.14%	21,040,210	N/A	0.14%	21,044,941	N/A	0.27%	21,048,001	24,434
Total Class Accounts				\$ 25,369,924			\$ 25,390,006			\$ 25,395,715			\$ 25,399,408	\$ 29,485
Local Maintenance Fund	Prosperity	N/A	2.10%	24,829,589	N/A	2.10%	35,048,384	N/A	2.10%	34,271,162	N/A	2.10%	38,506,162	676,573
Debt Service Fund	Prosperity	N/A	0.20%	402,786	N/A	0.20%	403,139	N/A	0.20%	403,241	N/A	0.25%	403,342	557
W/C Insurance Fund	Prosperity	N/A	0.04%	843	N/A	0.04%	843	N/A	0.04%	843	N/A	0.08%	843	-
Total Prosperity				\$ 25,233,218			\$ 35,452,366			\$ 34,675,246			\$ 38,910,347	\$ 677,130
Total Money Market Accounts				\$ 88,798,208			\$ 165,058,680			\$ 165,578,876			\$ 83,098,848	\$ 738,995
TOTAL INVESTMENTS				\$ 98,096,459			\$ 176,015,789			\$ 176,195,861			\$ 96,751,640	\$ 849,250



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Review Investment Policy CDA-Local and Legal

RECOMMENDED ACTION

For Presentation/Discussion only

RATIONALE

Per Governmental Code 2256.005 (e), the Board of Trustees shall review its investment policy and investment strategies not less than annually. The policy emphasizes the safety of principal and liquidity as it provides guidance to investing the district funds. The most recent policy update approved by the Board of Trustees was in November 2019. At this time there are no recommended changes to the district's investment policy.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services
Brad Goerke – Director of Finance

ATTACHMENTS

1. Board Policy CDA-Local
2. Board Policy CDA-Legal

MEETING DATE

September 15, 2021

Investment Authority

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

**Approved
Investment
Instruments**

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

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

Safety

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

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

**Investment
Management**

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

**Liquidity and
Maturity**

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

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

Diversity

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

**Monitoring Market
Prices**

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

**Monitoring Rating
Changes**

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

Funds/Strategies

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

OTHER REVENUES
INVESTMENTS

CDA
(LOCAL)

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

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

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

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

Annual Review

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

Annual Audit

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

Table of Contents	Definitions	2
	Bond Proceeds.....	2
	Investment Pool.....	2
	Pooled Fund Group	2
	Separately Invested Asset	2
	Pledged Revenue.....	2
	Repurchase Agreement.....	2
	Hedging.....	2
	Corporate Bond	3
	Written Policies	3
	Annual Review	4
	Annual Audit	4
	Investment Strategies.....	4
	Investment Officer	4
	Investment Training	5
	Standard of Care	6
	Selection of Broker	8
	Bond Proceeds.....	8
	Authorized Investments	8
	Obligations of Governmental Entities.....	8
	Certificates of Deposit and Share Certificates.....	10
	Repurchase Agreements	11
	Securities Lending Program	12
	Banker’s Acceptances	13
	Commercial Paper.....	13
	Mutual Funds.....	13
	Guaranteed Investment Contracts	14
	Investment Pools.....	15
	Corporate Bonds	16
	Hedging Transactions.....	16
	Prohibited Investments	17
	Loss of Required Rating	17
	Sellers of Investments	18
	Business Organization.....	18
	Donations	18
	Electronic Funds Transfer	19

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

Definitions

Bond Proceeds	"Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	"Investment pool" means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	"Pooled fund group" means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	"Separately invested asset" means an account or fund of a district that is not invested in a pooled fund group. <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	"Pledged revenue" means money pledged to the payment of or as security for: <ol style="list-style-type: none">1. Bonds or other indebtedness issued by a district;2. Obligations under a lease, installment sale, or other agreement of a district; or3. Certificates of participation in a debt or obligation described by item 1 or 2. <i>Gov't Code 2256.0208(a)</i>
Repurchase Agreement	"Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement. <i>Gov't Code 2256.011(b)</i>
Hedging	"Hedging" means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering

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

Eligible Entity

“Eligible entity” means a political subdivision that has:

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

Eligible Project

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

Gov’t Code 2256.0207(a)

Corporate Bond

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

Written Policies

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

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

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

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

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

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

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

Gov't Code 2256.005(d)

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

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

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

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

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

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

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

Gov't Code 2256.008(g)

Standard of Care

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

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

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

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

Gov't Code 2256.006

Personal Interest

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

Gov't Code 2256.005(i)

Quarterly Reports

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

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

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

Gov't Code 2256.023

Selection of Broker

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

Gov't Code 2256.025

Bond Proceeds

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

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

Gov't Code 2256.0208(b)

Authorized Investments

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

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

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

Obligations of
Governmental
Entities

The following are authorized investments:

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

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

Gov't Code 2256.009(a)

*Unauthorized
Obligations*

The following investments are not authorized:

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

Gov't Code 2256.009(b)

Certificates of
Deposit and Share
Certificates

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

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

Gov't Code 2256.010(a)

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

Gov't Code 2256.010(b)

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

Repurchase
Agreements

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

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

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

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

Gov't Code 2256.011

Securities Lending
Program

A securities lending program is an authorized investment if:

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

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

Gov't Code 2256.0115

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

Banker's
Acceptances

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

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

Gov't Code 2256.012

Commercial Paper

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

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

Gov't Code 2256.013

Mutual Funds

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

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

Gov't Code 2256.014(a)

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

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

Gov't Code 2256.014(b)

Limitations

A district is not authorized to:

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

Gov't Code 2256.014(c)

Guaranteed
Investment
Contracts

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

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

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

To be eligible as an authorized investment:

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

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

Gov't Code 2256.015

Investment Pools

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

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

Corporate Bonds

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

A district is not authorized to:

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

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

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

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

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

Gov't Code 2256.0204

Hedging
Transactions

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

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

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

An eligible entity may:

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

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

Gov't Code 2256.0206

Prohibited
Investments

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

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

Loss of Required
Rating

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

**Sellers of
Investments**

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

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

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

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

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

Business
Organization

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

Gov't Code 2256.005(k)

Donations

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

OTHER REVENUES
INVESTMENTS

CDA
(LEGAL)

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

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

**Electronic Funds
Transfer**

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



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2021 Preliminary School FIRST Rating

RECOMMENDED ACTION

For Presentation/Discussion only. Public Hearing scheduled at the October 20, 2021 meeting.

RATIONALE

Lake Travis ISD has received its preliminary 2020 School Financial Integrity Rating System of Texas (FIRST) rating based on financial indicators per 19 Texas Administrative Code (TAC), Section 109.1002(f). A school district's School FIRST rating is based upon an analysis of financial data for fiscal year ended August 31, 2020. On or about September 15, 2021, the final School FIRST rating will be available. Within two months of the release of the final ratings, each school district must announce and hold a public meeting to distribute a financial management report that explains the district's rating and its performance under each of the 20 indicators for the prior year. The first of two required published newspaper notices, to inform taxpayers of the meeting, may not be more than 30 days or less than 14 days prior to the public meeting in accordance with 19 TAC, Section 109.1005. The public meeting will take place at the regular scheduled meeting on October 20, 2021.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services

Brad Goerke – Director of Finance

ATTACHMENTS

2020-2021 FIRST District Status Detail Report

MEETING DATE

September 15, 2021

RATING YEAR

DISTRICT NUMBER



Financial Integrity Rating System of Texas

2020-2021 RATINGS BASED ON SCHOOL YEAR 2019-2020 DATA - DISTRICT STATUS DETAIL

Name: LAKE TRAVIS ISD(227913)	Publication Level 1: 8/4/2021 2:00:38 PM
Status: Passed	Publication Level 2: 8/6/2021 11:10:55 AM
Rating: A = Superior Achievement	Last Updated: 8/6/2021 11:10:55 AM
District Score: 98	Passing Score: 70

#	Indicator Description	Updated	Score
1	<u>Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?</u>	6/8/2021 4:20:44 PM	Yes
2	<u>Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)</u>	6/8/2021 4:20:44 PM	Yes
3	<u>Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</u>	6/8/2021 4:20:44 PM	Yes
4	<u>Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)</u>	7/1/2021 9:15:34 AM	Yes Ceiling Passed
5	This indicator is not being scored.		
			1 Multiplier Sum
6	<u>Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures? (If the school district fails indicator 6, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	6/28/2021 11:19:02 AM	Ceiling Passed
7	<u>Was the number of days of cash on hand and current investments in the general fund for the school district</u>	6/8/2021	10

	sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section.	4:20:45 PM	
8	Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section.	6/8/2021 4:20:45 PM	10
9	Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section.	6/8/2021 4:20:45 PM	10
10	Did the school district average less than a 10 percent variance (90% to 110%) when comparing budgeted revenues to actual revenues for the last 3 fiscal years?	7/2/2021 2:08:39 PM	10
11	Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? If the school district's increase of students in membership over 5 years was 7 percent or more, then the school district automatically passes this indicator. See ranges below in the Determination of Points section.	6/8/2021 4:20:46 PM	10
12	Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments? See ranges below in the Determination of Points section.	6/8/2021 4:20:47 PM	10
13	Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section.	6/8/2021 4:20:47 PM	8
14	Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? If the student enrollment did not decrease, the school district will automatically pass this indicator.	6/8/2021 4:20:47 PM	10
15	Was the school district's ADA within the allotted range of the district's biennial pupil projection(s) submitted to TEA? If the district did not submit pupil projections to TEA, did it certify TEA's projections? See ranges below in the Determination of Points section.	6/8/2021 4:20:47 PM	5
16	Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)	6/8/2021 4:20:48 PM	Ceiling Passed
17	Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)	6/8/2021 4:20:48 PM	Ceiling Passed
18	Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)	6/8/2021 4:20:48 PM	10
19	Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?	6/8/2021 4:20:48 PM	5
20	Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget? (If the school district fails indicator 20 the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)	6/8/2021 4:20:48 PM	Ceiling Passed
			98 Weighted Sum

	1 Multiplier Sum
	(100 Ceiling)
	98 Score

DETERMINATION OF RATING

A.	Did the school district fail any of the critical indicators 1, 2, 3, or 4? If so, the school district's rating is F for Substandard Achievement regardless of points earned.	
B.	Determine the rating by the applicable number of points.	
	A = Superior Achievement	90-100
	B = Above Standard Achievement	80-89
	C = Meets Standard Achievement	70-79
	F = Substandard Achievement	<70
<p>No Rating = A school district receiving territory that annexes with a school district ordered by the commissioner under TEC 13.054, or consolidation under Subchapter H, Chapter 41. No rating will be issued for the school district receiving territory until the third year after the annexation/consolidation.</p> <p>The school district receives an F if it scores below the minimum passing score, if it failed any critical indicator 1, 2, 3, or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.</p>		

CEILING INDICATORS

Did the school district meet the criteria for any of the following **ceiling indicators** 4, 6, 16, 17, or 20? If so, the school district's applicable maximum points and rating are disclosed below. Please note, an F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.

Determination of rating based on meeting ceiling criteria.	Maximum Points	Maximum Rating
Indicator 4 (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
Indicator 6 (Average Change in Fund Balance) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 16 (PEIMS to AFR) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 17 (Material Weaknesses) - Response to indicator is <i>No</i> .	79	C = Meets Standard Achievement
Indicator 20 (Property Values and Tax Discussion) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement

Home Page: [Financial Accountability](#) | Send comments or suggestions to FinancialAccountability@tea.texas.gov

THE **TEXAS EDUCATION AGENCY**
1701 NORTH CONGRESS AVENUE · AUSTIN, TEXAS, 78701 · (512) 463-9734

FIRST 5.11.6.0



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Law Enforcement Mutual Aid Interlocal Agreement Between City of Lakeway and Lake Travis ISD

RECOMMENDED ACTION

For discussion only. Action will be requested at the October 20, 2021 meeting.

RATIONALE

By resolution dated December 16, 2020, the Board of Trustees of LTISD authorized the establishment of a police force – the LTISD Police Department – with statutory jurisdiction over all territory in the boundaries of the school district and all property which may be located outside the school district that is owned, leased, or rented by or otherwise under the control of LTISD. The jurisdiction of the Lakeway, Texas Police Department overlaps the jurisdiction of the LTISD Police Department. In accordance with Section 37.081(g) of the Texas Education Code, the school district police department and any law enforcement agency with which it has overlapping jurisdiction must outline reasonable communication and coordination efforts between the department and the agencies.

BUDGET PROVISIONS

N/A

RESOURCE PERSONNEL

Amber King - General Counsel
Andy Michael - Chief of Police

ATTACHMENTS

Law Enforcement Mutual Aid Interlocal Agreement Between City of Lakeway and Lake Travis ISD

MEETING DATE

September 15, 2021

**LAW ENFORCEMENT MUTUAL AID
INTERLOCAL AGREEMENT
CITY OF LAKEWAY, TEXAS AND
LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT**

This Law Enforcement Interlocal Agreement (“Agreement”) is entered into by and between the City of Lakeway, Texas (“City”) and the Lake Travis Independent School District (“LTISD”).

Recitals

WHEREAS, Chapter 37, Subchapter C of the Texas Education Code gives authority to the Board of Trustees of LTISD to establish a police force by employing security personnel, authorizing them to bear arms, and commissioning them as peace officers; and

WHEREAS, by resolution dated December 16, 2020, the Board of Trustees of LTISD authorized the establishment of such a police force – the Police Department (“LTISD – PD”) – with statutory jurisdiction over all territory in the boundaries of the school district and all property which may be located outside the school district that is owned, leased, or rented by or otherwise under the control of LTISD; and

WHEREAS, pursuant to Sections 2.12 and 2.13 of the Texas Code of Criminal Procedure, the peace officers commissioned by LTISD have the duty to preserve the peace within their jurisdiction, to use all lawful means to effect this purpose, to interfere without warrant to prevent or suppress crime when authorized by the provisions of the Code of Criminal Procedure, to execute all lawful process issued to them by any magistrate or court, to give notice to some magistrate of all offenses committed within their jurisdiction, where they have good reason to believe there has been a violation of the penal law, and to arrest offenders without warrant in every case where they are authorized by law, in order that such offenders may be taken before the proper magistrate or court and be tried; and

WHEREAS, the jurisdiction of the Lakeway, Texas Police Department (“LPD”) overlaps the jurisdiction of LTISD-PD to a certain extent; and Section 37.081(g) of the Texas Education Code provides that a school district police department and the law enforcement agencies with which it has overlapping jurisdiction shall outline reasonable communication and coordination efforts between the department and the agencies; and

WHEREAS, the City and LTISD desire to promote mutual cooperation and interaction by and between LPD and LTISD-PD with the ultimate goal of providing a safe and orderly environment within the schools and surrounding areas that will foster the education of children; and

WHEREAS, the City and LTISD intend by this Agreement to formalize a framework for the Interaction of their respective police departments to conserve the public's resources, to avoid duplication of services, to maximize operational efficiency, and to provide for the exchange of information between the two police departments.

NOW THEREFORE, pursuant to chapter 791 of the Texas Government Code (commonly referred to as the Interlocal Corporation Act), and in consideration of the premises and the mutual promises, covenants and agreements contained herein, the City and LTISD hereby agree as follows:

ARTICLE 1. Responsibilities of Lakeway Police Department and LTISD-PD

The City and LTISD realize that every single circumstance in which their respective police departments may interact cannot possibly be outlined in this Agreement. Thus, the City and LTISD outline the following general responsibilities for their respective police departments:

- 1.1 *Mutual Support.* LPD and LTISD-PD will mutually support and cooperate with one another in the suppression of criminal acts, investigation of criminal activity, and the enforcement of laws. They shall notify each other of all activities, violations, arrests, and other matters as required under Article 15.27 of the Texas Code of Criminal Procedure. They shall endeavor to conduct their dealings with each other in a courteous, professional, cooperative, and amicable manner to achieve the goal of the City and LTISD to provide a safe and orderly environment within the schools and surrounding areas that will foster the education of children.
- 1.2 *Mutual Aid.* When feasible, LPD and LTISD-PD shall assist and aid each other with law enforcement personnel and to make available such equipment or facilities as may be requested for the suppression or investigation of crime and the maintenance of public safety during natural disasters, major incidents of civil disorder, situations where the incident or the offense exceeds the limited resources of LTISD, or other exceptional events to be considered as exceptional events or circumstances occurring within the overlapping jurisdictional area of the City and LTISD. (The City and LTISD) do not intend for sporting and other planned school events to be considered as exceptional events or circumstances which would require the mutual aid as described in this paragraph.) Requests for mutual aid shall be made either by the parties' governing bodies, their respective chief administrators or designees, or their respective chiefs of police.

- 1.3 *Investigation and Enforcement.* LTISD-PD shall have the primary responsibility with regard to investigation and enforcement of the laws and city ordinances pertaining to incidents which occur on LTISD-owned property or within the jurisdiction of LTISD where LTISD has an interest (e.g. campuses, school buses, off-campus student events/activities, follow-up investigations involving staff or students, leased property, etc.), unless LTISD determines that the best interests of the district and the public would be to defer such investigation and enforcement to LPD. In all other circumstances, LPD shall have the primary responsibility with regard to investigation and enforcement of the laws and all city ordinances within the city limits of Lakeway. It is understood by both LTISD and the City that serious incidents, occurring on LTISD property or within the jurisdiction of LTISD where LTISD has an interest, such as homicides, death investigations, sexual assaults, and incidents which require the deployment of additional law enforcement resources, will be the primary responsibility of LPD.
- 1.4 *Police Department Call-for-Service.* Upon receipt of a call-for-service from the requesting police department, the receiving police department shall promptly dispatch an officer or officers as requested. In such situations, the parties generally intend for the department that primarily investigates the incident to complete the processing of the case for submission to the appropriate prosecuting authority, unless the respective department police chiefs mutually agree to a different arrangement on a case-by-case basis.
- 1.5 *Public-Call-for-Service*
- 1.5.1 *Emergency Calls.* Upon receipt of an emergency call-for-service from the public, the receiving police department shall dispatch a police officer(s) to respond. The officer dispatched to the scene shall secure the situation and hold the scene until another unit arrives, at which time a determination will be made which police department has the primary responsibility for handling the incident. Nothing herein should be constructed to prevent an officer of either department from taking any action necessary to protect life, limb and / or property or preventing the escape of a suspect.
- 1.5.2 *Non-Emergency Calls.* Upon receipt of a non-emergency call for service from the public pertaining to investigation or enforcement of an incident that is within the primary responsibility of the other police department, the receiving department will (1) inform the caller that the other department will be notified and (2) shall promptly notify the other department of the call.
- 1.6 *Breach of the Peace.* Nothing herein should be construed to prevent a peace officer of either department from fulfilling his or her duty to preserve the peace wherever the officer is located.
- 1.7 *Costs.* Both the City and LTISD shall bear the responsibility of their own costs and expenses in performing this Agreement.
- 1.8 *Operating Regulations.* Both the City and LTISD may promulgate joint internal operating regulations consistent with this Agreement.

Article 2 General Provisions

- 2.1 *Governing Law and Venue.* This Agreement shall be governed exclusively by the laws of the State of Texas. Venue for any dispute arising from this Agreement shall be in the district courts of Travis County, Texas.
- 2.2 *Section Headings and Construction.* The headings of sections in this Agreement are for reference only and shall not affect the meaning of this Agreement. In construing this Contract, none of the parties hereto shall have any term or provision, solely by reason of such party having drafted the same.
- 2.3 *Severability.* If any provision of this Agreement is held to be illegal, unenforceable or invalid for any reason, the remaining provisions shall not be affected or impaired thereby.
- 2.4 *Independent Contractors.* The City and LTISD are independent contractors. This Agreement shall not constitute the formation of a partnership, joint venture, employment or master/servant relationship. Neither the City nor LTISD on the one hand, or LPD and LTISD-PD on the other hand, (i) shall exercise control over the performance of the other hereunder, or (ii) shall be deemed to be the agent, employee, or representative of the other party.
- 2.5 *Terms and Termination.* This agreement will become effective on the date last signed by the parties and will remain in effect unless terminated. At any time either the City or LTISD determine the best interests of the public would be served by terminating this Agreement, they may do so at any time thirty days after notice of termination has been provided to the other party. Such notice shall be in writing and addressed to the following persons:

City: Julie Oakley
City Manager
City of Lakeway, Texas
1102 Lohmans Crossing Road
Lakeway, Texas 78734

LTISD: Paul Norton
Superintendent of Schools
Lake Travis Independent School District
3322 Ranch Road 620 South
Austin, Texas 78738

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized officers.

CITY OF LAKEWAY, TEXAS

By: _____ Date: _____,2021
Julie Oakley, City Manager

ATTEST:

Jo Ann Touchstone, Secretary

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

By: _____ Date: _____,2021
Paul Norton, Superintendent of Schools



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Law Enforcement Mutual Aid Interlocal Agreement Between City of Bee Cave and Lake Travis ISD

RECOMMENDED ACTION

For discussion only. Action will be requested at the October 20, 2021 meeting.

RATIONALE

By resolution dated December 16, 2020, the Board of Trustees of LTISD authorized the establishment of a police force – the LTISD Police Department – with statutory jurisdiction over all territory in the boundaries of the school district and all property which may be located outside the school district that is owned, leased, or rented by or otherwise under the control of LTISD. The jurisdiction of the Bee Cave, Texas Police Department overlaps the jurisdiction of the LTISD Police Department. In accordance with Section 37.081(g) of the Texas Education Code, the school district police department and any law enforcement agency with which it has overlapping jurisdiction must outline reasonable communication and coordination efforts between the department and the agencies.

BUDGET PROVISIONS

N/A

RESOURCE PERSONNEL

Amber King - General Counsel
Andy Michael - Chief of Police

ATTACHMENTS

Law Enforcement Mutual Aid Interlocal Agreement Between City of Bee Cave and Lake Travis ISD

MEETING DATE

September 15, 2021

**LAW ENFORCEMENT MUTUAL AID
INTERLOCAL AGREEMENT
CITY OF BEE CAVE, TEXAS AND THE
LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT**

This Law Enforcement Interlocal Agreement (“Agreement”) is entered into by and between the City of Bee Cave, Texas (“City”) and the Lake Travis Independent School District (“LTISD”).

Recitals

WHEREAS, Chapter 37, Subchapter C of the Texas Education Code gives authority to the Board of Trustees of LTISD to establish a police force by employing security personnel, authorizing them to bear arms, and commissioning them as peace officers; and

WHEREAS, by resolution dated December 16, 2020, the Board of Trustees of LTISD authorized the establishment of such a police force – the Police Department (“LTISD – PD”) – with statutory jurisdiction over all territory in the boundaries of the school district and all property which may be located outside the school district that is owned, leased, or rented by or otherwise under the control of LTISD; and

WHEREAS, pursuant to Sections 2.12 and 2.13 of the Texas Code of Criminal Procedure, the peace officers commissioned by LTISD have the duty to preserve the peace within their jurisdiction, to use all lawful means to effect this purpose, to interfere without warrant to prevent or suppress crime when authorized by the provisions of the Code of Criminal Procedure, to execute all lawful process issued to them by any magistrate or court, to give notice to some magistrate of all offenses committed within their jurisdiction, where they have good reason to believe there has been a violation of the penal law, and to arrest offenders without warrant in every case where they are authorized by law, in order that such offenders may be taken before the proper magistrate or court and be tried; and

WHEREAS, the jurisdiction of the Bee Cave, Texas Police Department (“BCPD”) overlaps the jurisdiction of LTISD-PD to a certain extent; and Section 37.081(g) of the Texas Education Code provides that a school district police department and the law enforcement agencies with which it has overlapping jurisdiction shall outline reasonable communication and coordination efforts between the department and the agencies; and

WHEREAS, the City and LTISD desire to promote mutual cooperation and interaction by and between BCPD and LTISD-PD with the ultimate goal of providing a safe and orderly environment within the schools and surrounding areas that will foster the education of children; and

WHEREAS, the City and LTISD intend by this Agreement to formalize a framework for the Interaction of their respective police departments to conserve the public's resources, to avoid duplication of services, to maximize operational efficiency, and to provide for the exchange of information between the two police departments.

NOW THEREFORE, pursuant to chapter 791 of the Texas Government Code (commonly referred to as the Interlocal Corporation Act), and in consideration of the premises and the mutual promises, covenants and agreements contained herein, the City and LTISD hereby agree as follows:

ARTICLE 1. Responsibilities of Bee Cave Police Department and LTISD-PD

The City and LTISD realize that every single circumstance in which their respective police departments may interact cannot possibly be outlined in this Agreement. Thus, the City and LTISD outline the following general responsibilities for their respective police departments:

- 1.1 *Mutual Support.* BCPD and LTISD-PD will mutually support and cooperate with one another in the suppression of criminal acts, investigation of criminal activity, and the enforcement of laws. They shall notify each other of all activities, violations, arrests, and other matters as required under Article 15.27 of the Texas Code of Criminal Procedure. They shall endeavor to conduct their dealings with each other in a courteous, professional, cooperative, and amicable manner to achieve the goal of the City and LTISD to provide a safe and orderly environment within the schools and surrounding areas that will foster the education of children.
- 1.2 *Mutual Aid.* When feasible, BCPD and LTISD-PD shall assist and aid each other with law enforcement personnel and to make available such equipment or facilities as may be requested for the suppression or investigation of crime and the maintenance of public safety during natural disasters, major incidents of civil disorder, situations where the incident or the offense exceeds the limited resources of LTISD, or other exceptional events to be considered as exceptional events or circumstances occurring within the overlapping jurisdictional area of the City and LTISD. (The City and LTISD) do not intend for sporting and other planned school events to be considered as exceptional events or circumstances which would require the mutual aid as described in this paragraph.) Requests for mutual aid shall be made either by the parties' governing bodies, their respective chief administrators or designees, or their respective chiefs of police.

- 1.3 *Investigation and Enforcement.* LTISD-PD shall have the primary responsibility with regard to investigation and enforcement of the laws and city ordinances pertaining to incidents which occur on LTISD-owned property or within the jurisdiction of LTISD where LTISD has an interest, (e.g. campuses, school buses, off-campus student events/activities, follow-up investigations involving staff or students, leased property, etc.), unless LTISD determines that the best interests of the district and the public would be to defer such investigation and enforcement to BCPD. In all other circumstances, BCPD shall have the primary responsibility with regard to investigation and enforcement of the laws and all city ordinances. It is understood by both LTISD and the City that serious incidents, occurring on LTISD property or within the jurisdiction of LTISD where LTISD has an interest, such as homicides, death investigations, sexual assaults, and incidents which require the deployment of additional law enforcement resources will be the primary responsibility of BCPD.
- 1.4 *Police Department Call-for-Service.* Upon receipt of a call-for-service from the requesting police department, the receiving police department shall promptly dispatch an officer or officers as requested. In such situations, the parties generally intend for the department that primarily investigates the incident to complete the processing of the case for submission to the appropriate prosecuting authority, unless the respective department police chiefs mutually agree to a different arrangement on a case-by-case basis.
- 1.5 *Public-Call-for-Service*
- 1.5.1 *Emergency Calls.* Upon receipt of an emergency call-for-service from the public, the receiving police department shall dispatch a police officer(s) to respond. The officer dispatched to the scene shall secure the situation and hold the scene until another unit arrives, at which time a determination will be made which police department has the primary responsibility for handling the incident. Nothing herein should be constructed to prevent an officer of either department from taking any action necessary to protect life, limb and / or property or preventing the escape of a suspect.
- 15.2 *Non-Emergency Calls.* Upon receipt of a non-emergency call for service from the public pertaining to investigation or enforcement of an incident that is within the primary responsibility of the other police department, the receiving department will (1) inform the caller that the other department will be notified and (2) shall promptly notify the other department of the call.
- 1.6 *Breach of the Peace.* Nothing herein should be construed to prevent a peace officer of either department from fulfilling his or her duty to preserve the peace wherever the officer is located.
- 1.7 *Costs.* Both the City and LTISD shall bear the responsibility of their own costs and expenses in performing this Agreement.
- 1.8 *Operating Regulations.* Both the City and LTISD may promulgate joint internal operating regulations consistent with this Agreement.

Article 2 General Provisions

- 2.1 *Governing Law and Venue.* This Agreement shall be governed exclusively by the laws of the State of Texas. Venue for any dispute arising from this Agreement shall be in the district courts of Travis County, Texas.
- 2.2 *Section Headings and Construction.* The headings of sections in this Agreement are for reference only and shall not affect the meaning of this Agreement. In construing this Contract, none of the parties hereto shall have any term or provision, solely by reason of such party having drafted the same.
- 2.3 *Severability.* If any provision of this Agreement is held to be illegal, unenforceable or invalid for any reason, the remaining provisions shall not be affected or impaired thereby.
- 2.4 *Independent Contractors.* The City and LTISD are independent contractors. This Agreement shall not constitute the formation of a partnership, joint venture, employment or master/servant relationship. Neither the City nor LTISD on the one hand, or BCPD and LTISD-PD on the other hand, (i) shall exercise control over the performance of the other hereunder, or (ii) shall be deemed to be the agent, employee, or representative of the other party.
- 2.5 *Terms and Termination.* This agreement will become effective on the date last signed by the parties and will remain in effect unless terminated. At any time either the City or LTISD determine the best interests of the public would be served by terminating this Agreement, they may do so at any time thirty days after notice of termination has been provided to the other party. Such notice shall be in writing and addressed to the following persons:

City: Clint Garza
City Manager
Bee Cave City Hall
4000 Galleria Parkway
Bee Cave, Texas 78738

LTISD: Paul Norton
Superintendent of Schools
Lake Travis Independent School District
3322 Ranch Road 620 South
Austin, Texas 78738

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized officers.

CITY OF BEE CAVE, TEXAS

By: _____ Date: _____, 2021
Clint Garza, City Manager

ATTEST:

_____, City Secretary
Kaylynn Holloway

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

By: _____ Date: _____, 2021
Paul Norton, Superintendent of Schools



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Possible New COVID Protocols

RECOMMENDED ACTION

Based off of discussion

RATIONALE

Discussion around COVID

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Paul Norton – Superintendent

John Aouelle – Board President

ATTACHMENTS

None

MEETING DATE

September 15, 2021



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Resolution No. 081920-03 Regarding the Continuation of Delegation of Authority to Superintendent in Response to COVID-19

RECOMMENDED ACTION

Move to keep Resolution No. 081920-03 in place until the board decides it is appropriate to place back on its agenda

RATIONALE

In response to the COVID-19 pandemic and the national and state emergency disaster proclamations, on March 23, 2020, the Board approved Resolution No. 03252020-01 delegating authority to the Superintendent, which allowed for more flexibility and quicker decision-making for needs of the District due to COVID-19. On August 19, 2020, the Board rescinded Resolution No. 03252020-01 and replaced it with Resolution No. 081920-03 continuing its delegation of authority to the Superintendent. The administration originally brought this item to the Board in July 2021 indicating that the need for the resolution had subsided and recommended it be rescinded. However, in August 2021, the Board tabled the agenda item until September based on a resurgence in COVID cases as a result of the Delta variant. Given the conditions we are still experiencing, at this time, it is recommended that the resolution remain in place until the time the board requests that the item be placed back on the agenda for reconsideration.

BUDGET PROVISIONS

N/A

RESOURCE PERSONNEL

Paul Norton, Superintendent
Amber King, General Counsel

ATTACHMENTS

Resolution No. 081920-03

MEETING DATE

September 15, 2021

RESOLUTION NO. 081920-03

THE LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

Continuation of Delegation of Authority to Superintendent in Response to COVID-19

WHEREAS, the Lake Travis Independent School District Board of Trustees (Board) recognizes that officials in the City of Austin, Travis County, and the State of Texas have declared an emergency regarding the potential spread of coronavirus/COVID-19 (hereafter “COVID-19”) and that the territory included in the Lake Travis Independent School District is within the areas where an emergency has been declared;

WHEREAS, on March 6, 2020, the Travis County Judge issued a local state of disaster proclamation for Travis County; on March 13, 2020, the Governor of the State of Texas issued a disaster proclamation certifying that COVID-19 poses an imminent threat of disaster for all counties in the state of Texas, and, later that same day, the President of the United States declared a national emergency regarding COVID-19. These disaster declarations have been continued or renewed since those dates;

WHEREAS, on March 23, 2020, the Board approved Resolution No. 03252020-01 Delegating Authority to the Superintendent in Response to COVID-19;

WHEREAS, as a result of the public health crisis caused by COVID-19, all schools in the state of Texas remained closed to on-campus learning from March 23, 2020 until the end of the 2019-2020 school year;

WHEREAS, as a result of the public health crisis caused by COVID-19, Lake Travis ISD will begin the 2020-2021 school year closed to on-campus learning and serving all students in a remote learning environment for at least the first three weeks;

WHEREAS, the Board recognizes that COVID-19 is an unforeseen and unavoidable emergency of urgent public necessity;

WHEREAS, the Board and Administration are following advice and directives from federal, state, and local authorities in responding to COVID-19, and further recognizes that such guidance and/or orders from federal, state, and local authorities is evolving and changing at a rapid pace;

WHEREAS, the Board has a substantial public interest in protecting the health and safety of its students, staff, and community and therefore desires to ensure that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19;

WHEREAS, the Board seeks to retain its employees, reduce turnover, increase morale, help employees focus on work-related matters while at work, and facilitate the return to duty of employees when schools are closed or operating in a modified way and believes that an additional public purpose exists in doing so; and

WHEREAS, the Board supports future decisions the Superintendent or designee may make under the authority of this Resolution regarding the continuation of wage payments to all regular employees—contractual and non-contractual, salaried and non-salaried—who suffer a loss

in pay due to an emergency closing or modified operations, as continuation of wage payments as feasible will serve the public purposes of maintaining morale, reducing turnover, and ensuring continuity of District staffing when schools reopen; and

WHEREAS, the Board supports future decisions the Superintendent or designee may make under the authority of this resolution regarding premium and/or additional pay for exempt or nonexempt employees who are called on to work during an emergency closing, as provided at DEA (LOCAL) or by other authority, as such expenditures serve the public purposes of maintaining morale, providing equity between idled employees and employees who provide emergency-related services, and recognizing the services of essential staff;

WHEREAS, the Board supports future decisions the Superintendent or designee may make under the authority of this resolution regarding extended leave and continued compensation for individuals quarantines as may be necessary when classes resume, as such expenditures serve the public purposes of promoting conscientious health choices and prompting the health and safety of other staff and students;

WHEREAS, the Board supports future decisions the Superintendent or designee may make under the authority of this resolution regarding necessary expenditures for continued learning during times of school suspension and/or quarantine, as such expenditures serve the public purpose of learning and supporting students;

WHEREAS, the Board supports future decisions the Superintendent or designee may make under the authority of this resolution regarding necessary expenditures and preventative measures to ensure District facilities are properly prepared and optimized, as such expenditures serve the public purposes of providing for a safe return for students and staff;

WHEREAS, the Board believes the public purposes described above are fulfilled by efficiently and effectively making certain delegations, as described more fully herein, to the Superintendent to address this ever-changing emergency situation in the best interest of the health, safety, and well-being of its students, staff, community, and the citizenship at-large.

IT IS THEREFORE RESOLVED THAT the Board of Trustees of the Lake Travis Independent School District finds a substantial public purpose exists in protecting the health and safety of its students, staff, and community and therefore in ensuring that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19.

In furtherance of the public purposes so stated in this Resolution, the Board of Trustees of the Lake Travis Independent School District approves a continuation of the following delegations to the Superintendent and designee(s) in order to efficiently and effectively prepare the school district in response to the declarations or orders issued by appropriate federal, state, or local authorities in response to COVID-19:

1. The authority to act in the place of the Board under Board Policy DEA (LOCAL) and thus make all decisions regarding payment of employees during an emergency closure, to implement the provisions of Board Policy DEA (LOCAL), and to make determinations regarding the purpose and parameters of any such payments;

2. The authority to make decisions regarding the compensation of employees during an emergency closure, including premium or additional payments to certain employees, and to implement those decisions;
3. The authority to alter the Lake Travis ISD 2020-2021 school calendar by changing and/or adding school/instructional minutes or hours and work/school days as necessitated by any emergency or ordered closure or related concerns;
4. The authority to act in the place of the Board under Board Policy DEC (LOCAL) to create guidelines and make determinations regarding allowing for additional absences, leave time, leave days, and compensation while on leave for all regular employees – contractual and non-contractual, salaried and non-salaried – whose absences or inability to report to work are a result of COVID-19;
5. The authority to seek any necessary waivers from the Texas Education Agency without further action of the Board of Trustees regarding missed instructional days, low attendance, or any other matters related to responding to COVID-19;
6. The authority to declare a catastrophe and take all actions as appropriate in accordance with Texas Government Code Section 552.233 regarding temporary suspension of the Texas Public Information Act;
7. The authority to act in place of the Board under Board Policies COA, CH, and CV regarding procurement, negotiation and execution of contracts for goods and services that are necessary to effectuate the administrative actions authorized herein, and to remain in compliance with local, state, and federal laws, administrative guidance, and directives during this health crisis.
8. Exercise the authority already granted pursuant to EB (LOCAL) to close schools for reasons of public health and safety.
9. In the event other waivers or immediate actions are needed, the Superintendent is authorized to take other action and to submit/apply for other waivers in accordance with guidance and instructions from the national and state authorities and/or agencies.

The Superintendent and/or designee(s) will provide timely and reasonable information to the Board of Trustees with regard to decisions made pursuant to this Resolution.

Resolution No. 03252020-01 is rescinded and replaced by this Resolution. Resolution No. 081920-03 shall remain in effect until rescinded by Board Action at a duly-called Board Meeting.

THE ABOVE RESOLUTION IS PASSED AND APPROVED BY A MAJORITY OF THE BOARD OF TRUSTEES ON THIS 19th DAY OF AUGUST, 2020.

APPROVED:



John Aouelle
Vice President, Board of Trustees

ATTEST:



Lauren White
Secretary, Board of Trustees



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Agreement with Travis County and Other Municipalities Regarding November 2, 2021 Joint Election

RECOMMENDED ACTION

Move to approve the Joint Election Agreement with Travis County for the November 2, 2021 Board Election.

RATIONALE

State law requires a school district that holds an election in November to conduct a joint election with a municipality within its district. Travis County will provide both election services and a joint election for most jurisdictions in Travis County that are holding a November election, including the City of Lakeway and the City of Bee Cave. Through the joint election agreement with Travis County, Lake Travis Independent School District will be in compliance with this requirement.

BUDGET PROVISIONS

\$50,000-Operating Budget

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services
Amber King – General Counsel
Kristine Doggett – Elections Official
Vonda Lewis – Elections Official

ATTACHMENTS

Joint Election Agreement for November 2, 2021 Elections

MEETING DATE

September 15, 2021

JOINT ELECTION AGREEMENT FOR NOV 2, 2021 ELECTIONS

Recitals

1. Travis County (the "County") will be conducting general and special elections for the participating entities (each, a "Participating Entity," and together, the "Participating Entities") listed in Exhibit A, which is attached to and incorporated into this agreement, on Nov 2, 2021. The Participating Entities require elections to be held on Nov 2, 2021 in those portions of Travis County as shown on the maps and metes and bounds descriptions in Exhibit B, also attached to and incorporated into this agreement.
2. Under Texas Election Code Section 271.002, political subdivisions of the State of Texas are authorized to hold elections jointly in voting precincts that can be served by common polling places if elections are ordered by the authorities of two or more political subdivisions to be held on the same day in all or part of the same territory.
3. Texas Government Code Chapter 791 authorizes local governments to contract with one another and with state agencies for various governmental functions, including those in which the contracting parties are mutually interested.
4. It would benefit the County, the Participating Entities, and their respective citizens and voters to hold the elections jointly in the election precincts that common polling places can serve.

Pursuant to Texas Election Code Sections 271.002 and 271.003 and Texas Government Code Chapter 791, this Joint Election Agreement is entered into by and between Travis County, a political subdivision of the State of Texas acting by and through the Travis County Commissioners Court, and the Participating Entities, each acting by and through their respective governing bodies.

I. Scope of Joint Election Agreement

This agreement covers conducting the Nov 2, 2021 General and Special Elections for the parties to this agreement to be held on Nov 2, 2021. The County and the Participating Entities will hold these elections on Nov 2, 2021 ("Election Day") jointly for the voters in those portions of Travis County identified on the maps and descriptions in Exhibit B.

II. Election Officer

The Participating Entities hereby appoint the Travis County Clerk, the election officer for Travis County, as the election officer to perform or supervise the County's duties and responsibilities involved in conducting the joint election covered by this agreement.

III. Early Voting

Each of the Participating Entities agrees to conduct its early voting jointly. Each of the Participating Entities appoints the Travis County Clerk, the early voting clerk for Travis County, as the early voting clerk for the joint election. Early voting for the Participating Entities will be conducted at the dates, times, and locations to be mutually agreed upon by the election officer and authorized and ordered by the governing body of each Participating Entity.

A. County Responsibilities

1. The County will provide to the governing body of each Participating Entity a list of places, times, and dates of early voting suitable for consideration and adoption by the governing body, under Texas Election Code chapter 85.
2. The Travis County Clerk, as the early voting clerk, will be responsible for conducting early voting by mail and by personal appearance for all Travis County voters voting in the joint election. The Travis County Clerk will receive from each Participating Entity's regular early voting clerk applications for early voting ballots to be voted by mail, under Texas Election Code Title 7. The Travis County Clerk will send early voting ballots by mail and receive early voting ballots for early voting by mail. The Travis County Clerk may appoint such deputy early voting clerks as necessary to assist the Travis County Clerk with voting to take place at the early voting locations.
3. The County will determine the number of election workers to hire to conduct early voting in the joint election. The Travis County Clerk will arrange or contract for training for all election workers and will assign all election workers employed for early voting in the joint election. The training of these election workers is mandatory; these individuals will be compensated for their time in training. The County will provide a training facility for election schools to train election workers employed in conducting early voting, including early voting by personal appearance at main and temporary branch early voting polling places, early voting by mail, and other aspects of the early voting program for the joint election. The County will name early voting deputies and clerks employed to conduct early voting.
4. The County will provide and deliver all supplies and equipment necessary to conduct early voting for the joint election, including ballots, election forms, any necessary ramps, utility hook-ups, signs, registration lists and ballot boxes, to early voting polling places. The County will designate and confirm all early voting polling place locations.
5. The County will be responsible for preparing and transporting the electronic voting equipment necessary to conduct early voting. The County will perform all tests of voting equipment as required, including posting notice of equipment testing.

6. Under Election Code sections 66.058 and 271.010, the Participating Entities appoint the Travis County Clerk as the joint custodian of records for the sole purpose of preserving all voted ballots securely in a locked room in the locked ballot boxes for the preservation period that the Election Code requires.
7. The County will receive ballot language in both English and Spanish from each Participating Entity and format the ballots as needed to include these languages. The County will provide each Participating Entity with a final proof of ballot language for approval before printing the ballots. Upon final proof approval, ballots will be printed in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the ballot mail outs for the Early Voting by Mail Program.
8. A single joint voter sign-in process consisting of a common list of registered voters, and common signature rosters will be used for early voting. A single, combined ballot and single ballot box will be used. The County will use an electronic voting system, as defined and described in Texas Election Code Title 8, and agrees to use ballots that are compatible with such equipment.
9. The County will be responsible for conducting the Early Voting Ballot Board. The County will designate a person to serve as the presiding judge for the Early Voting Ballot Board and will provide that information to the governing body of each Participating Entity for entry of an order by that authority appointing this official. The presiding judge for the Early Voting Ballot Board is eligible to serve in this capacity. The presiding judge for the Early Voting Ballot Board will appoint two or more election clerks, and the judge and clerks will comprise the Early Voting Ballot Board and will count and return early voting ballots, and perform other duties the Election Code requires of it.

B. Participating Entities' Responsibilities

1. Each Participating Entity will appoint a qualified person to serve as the regular early voting clerk for the Participating Entity. The regular early voting clerk for each respective Participating Entity will receive requests for applications for early voting ballots to be voted by mail and will forward in a timely manner, as prescribed by law, any and all applications for early voting ballots to be voted by mail, received in the Entity's office, to the Travis County Clerk.
2. Each Participating Entity will appoint a qualified person to act as custodian of records for the Participating Entity to perform the duties imposed by the Election Code on the custodian of records for its respective entity.
3. Each Participating Entity will provide ballot language for the respective portion of the official ballot to the County in both English and Spanish. The

Participating Entity must make any additions, modifications, deletions, or other changes to such ballot contents or language before the Participating Entity's final proof approval. The County will provide the Participating Entity with a final proof of ballot language, as it is to appear on the ballot, for final proof approval. Upon final proof approval, the ballot will be programmed for the voting equipment in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the printed ballot mail outs for the Early Voting by Mail Program.

IV. Election Day

A. County Responsibilities

1. The County will designate and confirm all Election Day polling place locations for the joint election, and will forward such information to the Participating Entities in a timely fashion to allow the governing body of the respective Participating Entities to enter orders designating such polling places.
2. The County will designate the presiding election judge and the alternate presiding election judge to administer the election in the precinct in which a common polling place is to be used and will forward such information to the Participating Entities to allow the governing bodies of the respective Participating Entities to enter appropriate orders designating such officials before the election. The presiding election judge and alternate presiding election judge must be qualified voters of the Travis County election precinct in which the joint election is held. The presiding election judge for the precinct in which a common polling place is used may appoint election clerks as necessary to assist the judge in conducting the election at the precinct polling place. The alternate presiding election judge may be appointed as a clerk. The alternate presiding election judge may serve as the presiding election judge for the precinct in the presiding election judge's absence. Election judges and clerks will be compensated at the rate established by the County. The Texas Election Code and other applicable laws will determine compensable hours.
3. One set of election officials will preside over the election in the precinct using a common polling place. There will be a single joint voter sign-in process consisting of a common list of registered voters and common signature rosters in the precinct using a common polling place. A single, combined ballot and single ballot box will be used. The officer designated by law to be the custodian of the voted ballots for the County will be custodian of all materials used in common in the precinct using a common polling place. The County will use an electronic voting system, as defined and described by Texas Election Code Title 8, and agrees to use ballots that are compatible with such equipment.

4. The County will arrange for training and will provide the instructors, manuals and other training materials deemed necessary for training all judges and clerks. Training for election judges and alternate judges is mandatory, and these individuals will be compensated for their time in training.
5. The County will arrange for election-day voter registration precinct lists for the joint election. The County will determine the amount of election supplies needed for Election Day voting.
6. The County, by and through the County Clerk's Elections Division, and Administrative Operations, will be responsible for preparing and transporting voting equipment and election-day supplies for use on Election Day.
7. The County, by and through the County Voter Registrar, will provide the list of registered voters as needed in the overlapping jurisdictions identified in the attached exhibits, with designation of registered voters in each Participating Entity, for use at the joint election day polling place on Election Day.
8. The common polling place is designated as the polling place that the County uses. At the common polling place, a single ballot box will be used for depositing all ballots cast in the joint election. At this polling place, one voter registration list and one combination poll list and signature roster form will be kept for the joint election. The final returns for each Participating Entity and the County will be canvassed separately by each respective Participating Entity. The Travis County Clerk will maintain a return center on Election Day for the purpose of receiving returns from the County. The Travis County Clerk will provide unofficial election results to the qualified individual appointed by each Participating Entity.
9. On Election Day, the Travis County Clerk or the clerk's Elections Division will field all questions from election judges.
10. The County will make available translators capable of speaking English and Spanish to assist Spanish-speaking voters in understanding and participating in the election process in the territory covered by this agreement.

B. Participating Entities' Responsibilities

1. Before Election Day, each Participating Entity will answer questions from the public with respect to the Participating Entity's election during regular office hours of 8:00 a.m. – 5:00 p.m.
2. The custodian of records for each Participating Entity will receive returns from the Travis County Clerk on Election Day.

V. Election Night

A. County Responsibilities

1. The County will be responsible for all activities on election night, including setting up a central counting station, coordinating and supervising the results tabulation, coordinating and supervising the physical layout of the support stations that are the joint election's receiving substations, and coordinating and managing election media coverage.
2. The County is responsible for transporting voted ballot boxes to the central counting station.
3. The County will appoint the presiding judge and alternate presiding judge of the central counting station to maintain order at the central counting station, to administer oaths as necessary, to receive sealed ballot boxes, and to perform such other duties that the Texas Election Code requires, and will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election. The presiding judge of the central counting station may appoint clerks to serve at the central counting station. In addition, the County will appoint a tabulation supervisor to be in charge of operating the automatic tabulating equipment at the central counting station; an individual to serve as central counting station manager; and an assistant counting station manager to be in charge of administering the central counting station and generally supervising the personnel working at the central counting station. The County will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election.
4. The County will provide the Participating Entities with reasonable space in a public area adjacent to the central counting station at which each Participating Entity may have representatives or other interested persons present during the counting process.

B. Participating Entities' Responsibilities

Other than receiving returns from the Travis County Clerk, the Participating Entities have no role or responsibility on the night of the election.

VI. County Resources

- A. The County will provide the Elections Division permanent staff and offices to administer the joint election, under the Travis County Clerk's direction.
- B. For early voting, the County will provide a locked and secure area in which voted ballot boxes will be stored until the Early Voting Ballot Board convenes. The

County, by and through Administrative Operations, will be responsible for transporting the ballot boxes to the central counting station for the Early Voting Ballot Board.

- C. The County will be responsible for providing and maintaining voting equipment and testing any voting equipment as required by the Texas Election Code.
- D. The County will process the payroll for all temporary staff hired to conduct the joint election. The payroll processing includes statutory reporting and providing W-2 forms where applicable.
- E. The County will conduct early voting as indicated in this agreement.

VII. Joint Election Costs; Payment

- A. Transmitted with this agreement is a check payable to Travis County from each Participating Entity, in the amount equal to the deposit identified for each Entity in the Cost Estimate attached as Exhibit C, which is also incorporated into this agreement. This deposit represents approximately 50% of the costs of each Participating Entity's share of the estimated election costs. The County will submit an invoice to each Participating Entity for the balance of the Participating Entity's actual joint election expenses upon the election's completion. Joint-election expenses include expenses for facilities, personnel, supplies, and training that the County actually incurs for establishing and operating all early voting and election-day activities at the polling place in the joint election territory as well as activities related to tabulating votes, all as reflected on the Cost Estimate. Each Participating Entity will pay the total amount of its invoice no later than 30 days of receiving it.
- B. In the event of a recount, the expense of the recount will be borne by the Participating Entity involved in the recount on a pro-rata basis.
- C. In the event a Participating Entity cancels its respective election because of unopposed candidates under Texas Election Code Title 1, the Participating Entity will be responsible for its respective share of election expenses incurred through the date that the election is canceled as allocated to the cancelling entity based on the formula in the Cost Estimate, adjusted for the actual expenses incurred by the County through the date of the cancellation. If a Participating Entity cancels its election, the County will recalculate the allocation percentages among the remaining Participating Entities according to the formula used in the Cost Estimate.
- D. In the event there are any expenses associated with processing a ballot arising from a write-in candidate, the Participating Entity that received the declaration will bear the expenses.
- E. A Participating Entity that establishes an early voting polling place, other than one that was mutually agreed upon by all Participating Entities, will bear the expense

of doing so. The Cost Estimate for each individual Participating Entity will include additional polling locations for each Participating Entity, as set forth in Exhibit C.

VIII. General Provisions

A. Legal Notices

Each of the Participating Entities will be individually responsible for preparing the election orders, resolutions, notices, and other pertinent documents for adoption or execution by its own respective governing board and for all related expenses. The Travis County Clerk will provide each Participating Entity information on changes affecting the Participating Entity's election, such as polling place changes and changes in voting equipment, when such changes are confirmed, verified, or otherwise become known to the clerk's office. Each of the Participating Entities will be individually responsible for posting or publishing election notices and for all related expenses. Each of the Participating Entities further will be individually responsible for election expenses incurred in relation to any polling place that is not a common polling place as designated in this agreement.

B. Communication

Throughout this agreement's term, the Travis County Clerk or the clerk's employee will meet as necessary with the designated representative of each Participating Entity to discuss and resolve any problems that might arise regarding the joint election.

C. Custodian

The Travis County Clerk will serve as the custodian of the keys to the ballot boxes for voted ballots in the joint election.

D. Effective Date

This agreement takes effect upon its complete execution by all Participating Entities and the County. The obligation of each Participating Entity to the County under this agreement will not end until that Participating Entity pays the County its share of the joint election costs.

IX. Miscellaneous Provisions

A. Amendment/Modification of Exhibits A, B, and C

1. The Participating Entities acknowledge and agree that Exhibits A, B, and C may be amended to add or remove entities wishing to participate or cease participating in the agreement. The Participating Entities agree to future amendments of Exhibits A, B, and C and authorize the County to enter into such amendments without the Participating Entities' having to sign the

future amendments. The County agrees to notify all Participating Entities of any amendments to Exhibits A, B, and C.

2. Except as otherwise provided, this Agreement may not be amended in any respect whatsoever except by a further agreement in writing, duly executed by the parties to this agreement. No official, representative, agent, or employee of the County has any authority to modify this Agreement except by express authorization from the Travis County Commissioners Court. No official, representative, agent, or employee of any Participating Entity has any authority to modify this agreement except by express authorization from the governing body of the respective Participating Entity. The Travis County Clerk may propose necessary amendments to this agreement in writing in order to conduct the joint election smoothly and efficiently, except that any such proposed amendment must be approved by the Travis County Commissioners Court and the governing body of each respective Participating Entity before the amendment will be effective.

B. Notice

Any notice to be given in this agreement, by any party to the other, must be in writing and delivered personally or by certified mail, return receipt requested, to the proper party at the addresses listed in Exhibit A.

Each party may change the address for notice to it by giving notice of the change under this section's terms.

C. Force Majeure

In the event that the County cannot perform any of its obligations in this agreement or is interrupted or delayed by any occurrence not occasioned by its own conduct, whether it be an act of God, the result of war, riot, civil commotion, sovereign conduct, epidemic, pandemic, or other event declared a disaster (including a disaster declared by the County Judge), or like reason, then the County will be excused from performing for such period of time as is reasonably necessary after such occurrence to remedy its effects.

D. Venue and Choice of Law

The Participating Entities agree that venue for any dispute arising under this agreement will lie in the appropriate courts of Austin, Travis County, Texas. This agreement is governed by and is to be construed under the laws of Texas and the United States of America.

E. Entire Agreement

This agreement contains the parties' entire agreement relating to the rights granted and the obligations assumed in it, and it supersedes all prior agreements, including prior election services contracts relating to each Participating Entity's Nov 2, 2021

election. Any prior agreements, promises, negotiations, or representations not expressly contained in this agreement are of no force or effect. Any oral representations or modifications concerning this agreement have no force or effect, except a subsequent amendment in writing as this agreement provides.

F. Severability

If any provision of this agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality, or unenforceability will not affect the agreement's remaining provisions; and its parties will perform their obligations under the agreement's surviving terms and provisions.

G. Breach

In the event that any Participating Entity or the County breaches any of its obligations under this agreement, the non-breaching party will be entitled to pursue any and all rights and remedies allowed by law.

H. Payments from Current Revenues

Payments made by the Participating Entities in meeting their obligations under this agreement will be made from current revenue funds available to the governing body of the respective Participating Entity. Payments made by the County in meeting its obligations under this agreement will be made from current revenue funds available to the County.

I. Other Instruments

The Participating Entities agree that they will execute other and further instruments or any documents as may become necessary or convenient to effectuate and carry out this agreement's purposes.

J. Third-Party Beneficiaries

Except as otherwise provided in this agreement, nothing in this agreement, expressed or implied, is intended to confer upon any person, other than the parties to it, any of its benefits, rights, or remedies.

K. Other Joint Election Agreements

The County and the Participating Entities expressly understand and acknowledge that each may enter into other joint election agreements with other political subdivisions, to be held on Election Day and at common polling places covered by this agreement, and that the addition of other political subdivisions as parties to this agreement will require amending Exhibits A, B, and C.

L. Mediation

When mediation is acceptable to both parties in resolving a dispute arising under this agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Texas Civil Practice and Remedies Code section 154.023. Unless both parties are satisfied with the mediation's result, the mediation will not constitute a final and binding resolution to the dispute. All communications within the scope of the mediation will remain confidential as described in section 154.073, unless both parties agree, in writing, to waive the confidentiality. Despite this, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term "confidential" as used in this agreement has the same meanings as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act. Notwithstanding any provision to the contrary, nothing in this Agreement requires the County or a Participating Entity to waive any applicable exceptions to disclosure under the Texas Public Information Act.

M. Counterparts

This Agreement may be executed in multiple counterparts, all of which will be deemed originals and with the same effect as if all parties to it had signed the same document. Signatures transmitted electronically by e-mail in a "PDF" format or by DocuSign or similar e-signature service shall have the same force and effect as original signatures. All of such counterparts will be construed together and will constitute one and the same agreement.

TRAVIS COUNTY

BY: _____
Andy Brown
County Judge

Date: _____

BY: 
Dana DeBeauvoir
County Clerk

PARTICIPATING ENTITIES

Name of Participating Entity Lake Travis Independent School District

Address 3322 R.R. 620 South

Austin, TX 78738

Name of Authorized Signatory _____

Signature _____

Date signed _____

E-mail address _____

EXHIBIT A

Municipalities

School Districts

Library Districts

Municipal Utility Districts

Emergency Services Districts

Water Conservation Districts

Other

EXHIBIT B

MAPS AND DESCRIPTIONS

EXHIBIT C
COST ESTIMATE



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2021-2022 T-TESS Appraisal Calendar and Appraisal Roster

RECOMMENDED ACTION

Approve the Appraisal Calendar and roster of T-TESS certified administrators.

RATIONALE

The Texas Agency Commissioner's Rules requires the District to establish a calendar for teacher appraisals that reflects the following guidelines:

1. Exclude observations in the three weeks after the day of completion of the T-TESS orientation in the school years when an orientation is required;
2. Exclude observations in the three weeks after the day of completion of the T-TESS orientation for teachers new to the District or the T-TESS evaluation system; and
3. Indicate a period for summative annual conferences that ends no later than 15 working days before the last day of instruction for students.

The attached calendar meets these requirements.

The Texas Agency Commissioner's Rules require that a list of qualified appraisers who may appraise teachers shall be approved by the Board of Trustees. The appraisers must meet the following criteria:

1. The teachers' supervisor shall conduct the teacher's appraisal and must hold a superintendent, mid-management (principal), or supervisor certification, or must hold comparable certificates established by the State Board for Educator Certification.
2. An appraiser other than the teacher's supervisor must be approved by the Board, hold a valid teaching certificate and have at least two years' of teaching experience.

The attached list of appraisers meets these requirements.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Evalene Murphy - Assistant Superintendent Employee/Community Relations

ATTACHMENTS

1. 2021-2022 T-TESS Appraisal Calendar
2. 2021-2022 T-TESS Appraisal Roster

MEETING DATE

September 15, 2021



2021-2022 T-TESS Appraisal Calendar

Activity	Deadline
Annual Orientation for New Teachers	August 3, 2021
Annual Campus Orientation for All Teachers	Week of Back to School PD
Orientation for Late Hires	Within first 3 weeks of starting school
First Day of Observations	September 20, 2021
Goal Setting Conferences and Development Plans Completed	October 15, 2021
End-of-Year Conference Period Begins	January 24, 2022
Last Day of Observations	May 6, 2022
End-of-Year Conference Period Ends	May 6, 2022
Summative Annual Appraisal Reports Completed	May 6, 2022
Evaluations Due to HR Office	June 23, 2022

Note: The first 3 weeks and last 15 days of school are excluded from formal observations.



2021-2022 T-TESS Appraisal Roster

Site	Appraiser
Bee Cave Elementary	Kim Kellner Ashley Nauta
Lake Pointe Elementary	Kelly Freed Mak El Hassan
Lakeway Elementary	Sam Hicks Amy Sharp
Lake Travis Elementary	Pam Schaeffer Lizeth Thompson
Rough Hollow Elementary	Angela Frankhouser Vanessa Randels
Serene Hills Elementary	Keegan Luedecke
West Cypress Hills Elementary	Melanie Beninga Leanna Pesta
Hudson Bend Middle School	Julie Nederveld Matt Holley
Lake Travis Middle School	Lester Wolff Keitha St Clair
Bee Cave Middle School	Amanda Prehn Tres Ellis
Lake Travis High School	Debbie Garinger Roy Hudson Sheri Remore Darnell Horton Angela Hrapchak Sebastian Espinoza
District - Alternates	Stephanie Henderson Charles Aguillon Lyndsaе Benton Stefani Allen



Pending Certifications:

ShaCrista R-Glasper – SHE
Laura Keogh – BCMS
Julianne Jenkerson – HBMS
Cristy Castanares – HBMS
Cristy Rizzoli – LTMS
Mason Whitfield – LTHS
Tanda Paske – LTHS
Brianne Walker - LTHS



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Compensations Plans and Stipend Catalog for 2021-2022

RECOMMENDED ACTION

Approve the 2021-22 Compensation Plans and Stipends Catalogs as presented.

RATIONALE

Lake Travis Independent School District Administration would like to implement the proposed compensation plans and the stipends pay rates for the 2021-2022 school year.

BUDGET PROVISIONS

2021-2022 Budget

RESOURCE PERSONNEL

Evalene Murphy, Assistant Superintendent Employee/Community Relations

ATTACHMENTS

1. Compensation Plan for 2021-22
2. Stipends Catalog for 2021-2022

MEETING DATE

September 15, 2021

Pay Grade 4

	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 5

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

Pay Grade 6

	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, Community Programs (225)		Clerk, Finance (225) Clerk, Attendance HS (192) Admin Asst, MS Principal (217) Admin Asst, Curr & Instruction Dir (225)	

Pay Grade 7

	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)	

Pay Grade 8

	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 9

	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) Info Systems End-user Support Tech (225) Nutrition & Catering Coord (225)		HR Technician (225) Information Systems Tech (225) Technology Tech I (225)	

Pay Grade 10

	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 Tech II - Support Services		Accounts Payable Specialist Community Relations Liaison Inventory & Licensing Support Specialist Technology Tech II - Endpoint Services	

Pay Grade 11

	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 12

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

Pay Grade 13

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



Substitute Compensation Plan – 2021/2022

Auxiliary, Clerical and Paraprofessional Substitutes: HR-approved substitutes will be paid at the minimum hourly rate for the pay grade of the position requiring a substitute.

General and Special Education Teacher Substitutes:

Type	Daily Rate
Non-Certified	\$120.00
Non-Certified – 60+ days	\$130.00
Certified	\$150.00
Certified – 60+ days	\$160.00
Annual	\$175.00

Registered Nurse Substitutes: \$150.00 per day

Administrator Substitutes:

Position	Daily Rate
Assistant Principals	\$300.00
Elementary Principal	\$400.00
Middle School Principal	\$450.00
High School Principal	\$525.00



Human Resource Services
3322 Ranch Road 620 South, Austin, TX 78738
Phone: (512) 533-6024 Fax: (512) 533-6004
www.ltidschools.org

2021-22 Stipend Catalog

Contents:

High School Athletics.....	2
High School Academics.....	5
High School Position Adjustments.....	8
Middle School Athletics.....	8
Middle School Academics.....	10
Elementary School Academics.....	11
Student Support Services.....	12
Learning & Teaching.....	13
District Position.....	13

High School Athletic Stipends		
Title (# positions)	Description	Stipend
Baseball Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,500
Baseball Asst Coach (3)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Basketball Head Coach – Boys (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$5,708
Basketball Asst Coach – Boys (3)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Basketball Head Coach – Girls (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$5,708
Basketball Asst Coach – Girls (3)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Cavalettes Head Coach (1)	Directs the overall dance and choreographed dance program at a high school campus. Provides students with an opportunity to participate in extracurricular dance/drill team activities which may include performing dance team, cultural dance ensembles, or other dance training. Coordinates rehearsals, competitions, routine selection and performances.	\$6,500
Cavalettes Asst Coach (1)	Assists the high school performing dance/drill team director with the supervision of the high school performing dance/drill team.	\$3,500
Cheerleading Head Coach (1)	Provides instruction and leadership to the high school cheerleading squad in acrobatics, dance, tumbling, and arranged performances at district athletic, fundraising or other events. Coordinates rehearsals, competitions, routines and performances.	\$6,500
Cheerleading Asst Coach (2)	Assists the high school cheerleading sponsor in providing instruction and leadership to the high school cheerleading squad in acrobatics, dance, tumbling, and arranged performances at district athletic, fundraising or other events. Coordinates rehearsals, competitions, routines and performances.	\$3,500

Title (# positions)	Description	Stipend
Cross Country Asst Coach (1)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Football Coordinator (2)	Serves as a lead assistant coach for a high school football team. Responsible for the offensive or defensive unit. Oversees skill-development and develops playbook elements for assigned unit and athletes. Reports to the head football coach.	\$9,040
Football Special Teams Coordinator (1)	Coordinates all special teams phases of the football game. Oversees skill-development and develops playbook elements for assigned unit and athletes. Reports to the head football coach.	\$7,832
Football Asst Head Coach (1)	Serves as head football coach as needed. Manages facilities and scheduling in conjunction with head football coach.	\$5,000
Football Asst Coach - Varsity (3)	Assists the head coach of a high school football team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head football coach.	\$6,832
Football Asst Coach JV & Freshman (9)	Assists the head coach of a high school football team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head football coach.	\$6,332
Football Statistician (1)	Coordinates the offensive, defensive and special teams' statistics. Maintains a running record for the year. Compiles reports to media. Reports to head football coach.	\$6,332
Golf Head Coach - Boys (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,860
Golf Head Coach Girls (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,860
Golf Asst Coach (1)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practices sessions. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility. Reports to the head coach.	\$4,700
Gymnasium Facilitator (1)	Procures and manages inventory of large equipment items in the LTHS gymnasiums. Assists athletic office with facility rental calendar for high school gymnasiums. Responsible for entering work orders for high school gymnasiums. Communicates with athletic office for auxiliary weight room equipment issues and needs.	\$4,138

Title (# positions)	Description	Stipend
Strength & Conditioning (1)	Coordinates all in season and off season strength and conditioning for all athletic programs. Responsible for the physical plant of the weight room, including maintenance and upkeep. Oversees usage and scheduling of facility.	\$3,972
Powerlifting Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$5,208
Powerlifting Asst Coach (1)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Soccer Head Coach – Boys (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$6,180
Soccer Asst Coach – Boys (2)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Soccer Head Coach – Girls (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$6,180
Soccer Asst Coach – Girls (2)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Softball Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,500
Softball Asst Coach (2)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Swimming Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,860
Swimming Asst Coach (1)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$4,208

Title (# positions)	Description	Stipend
Tennis Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$8,332
Tennis Asst Coach (2)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$4,680
Track and Cross Country Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$11,680
Track Coordinator (1)	Assists the head coach for the track team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$4,972
Track Asst Coach (7)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
Volleyball Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$7,500
Volleyball Asst Coach (3)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$4,208
Wrestling Head Coach (1)	Serves as a coach for a high school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities, May work with other coaches or assistant coaches, Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$5,000
Wrestling Asst Coach (2)	Assists the head coach of a high school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,972
High School Academic Stipends		
Assistant Band Director (4)	Assists the director in the supervision of the instrumental music and band program at a high school campus.	\$3,500
Assistant Technical Director (2)	Responsible for technical issues specific to performing arts events and activities. Works with technical director to ensure events are covered. Works with student technical crews during events. Serves as house manager as required.	\$3,000

Title (# positions)	Description	Stipend
Band Director (1)	Directs the instrumental music and band program at a high school campus. Provides students with an opportunity to participate in extracurricular band activities which may include marching band, concert band, soloists, ensembles, and other instrumental music groups. Coordinates rehearsals, music selection, instruments and performance opportunities.	\$20,000
Cavs In-Service (1)	Maintains student hours and accurate data for all high school student service hours.	\$1,250
Choir (2)	Directs the vocal music program at a high school campus. Provides students with an opportunity to participate in extracurricular choir activities which may include chorus, small group ensembles or solo training and performance. Coordinates rehearsals, music selection, and performance opportunities.	\$5,000
DECA (2)	Coaches and prepares students who are emerging leaders and entrepreneurs for careers in marketing, finance, hospitality, and management. Facilitates and supervises meetings and activities and advises students.	\$750
Dept. Chair English (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Fine Arts (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Health/PE (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair LOTE (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Math (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Science (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Soc Studies (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000
Dept. Chair Sped Ed (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$3,000

Title (# of positions)	Description	Stipend
HOSA (1)	Implements HOSA curriculum of student lead activities designed to develop future leaders for the healthcare system. Facilitates and supervises meetings and activities and advises students.	\$1,500
Newspaper (1)	Oversees and guides students in the production, promotion, sale and distribution of the student newspaper on a high school campus. Advises students on writing, information gathering, proof-reading, editing and design skills.	\$1,800
Orchestra (1)	Directs the orchestra program at a high school campus. Provides students with an opportunity to participate in extracurricular orchestra activities which may include orchestra instrumental music or small group ensembles. Coordinates rehearsals, music selection, and performance opportunities.	\$6,000
Robotics (1)	Coordinates robotics program for students	\$1,000
In-person Section Facilitator	Oversees and guides students during in-person learning environment with remote teacher of record instructing class.	\$1,250
Student Activities Director (1)	Organizes all student events and clubs for the campus.	\$1,000
Technical Director (1)	Responsible for technical issues specific to performing arts events and activities. Responsible for day-to-day physical needs of PAC. Provides requested technical support to all scheduled events. Works with student technical crews during events. Serves as house manager as required.	\$7,000
UIL Campus Coordinator (1)	Coordinates UIL academic program contests on a high school campus. Responsible for budget oversight, scheduling, and transportation arrangements.	\$3,000
UIL Debate/Speech (1)	Oversees, prepares and assists with preparing students for debate/speech competitions/writing and oratory performances, debate competitions and tournaments.	\$2,000
UIL/OAP/Theatre Production (1)	Organizes, implements, and promotes drama and theatre arts on a high school campus. Provides opportunities for student performance and production of plays and theatrical events. Oversees scheduling, casting, rehearsals, scripts, set design/construction and directing public performances.	\$3,000
UIL/TFA Interpretation/Speech (1)	Coaches and prepares students for subject-area UIL competitions at the high school level. Leads and supervises practice sessions and advises students.	\$1,200
Audio/Video Production (2)	Responsible for video production events specific to campus events and activities. Provides requested video and technical support to all scheduled events. Works with student video crews during events. Records and produces events as required.	\$7,000
Vocational Agriculture (3)	Coaches and prepares students for subject-area UIL competitions at the high school level. Leads and supervises practice sessions and advises students.	\$4,000
Yearbook (1)	Oversees and guides students in the production, promotion, sale and distribution of the annual yearbook.	\$1,800

Title (# of positions)	Description	Stipend
Website Coordinator (1)	Maintains campus level websites.	\$1,500
Lead Counselor (1)	Provides leadership to the HS Counseling team for program management, CCMR and graduation requirements, and planning and coordinating activities for student success. Acts as a liaison between administration and counseling departments as well as with staff and community.	\$3,000
High School Position Adjustments		
Health Science Technology RN/Teacher (1)		\$1,665
Middle School Athletic Stipends		
MS Coordinator (1)	Coordinates all athletic teams and events on a middle school campus. Plans and coordinates facility and equipment use by athletic teams and other groups. Oversees compliance with all UIL rules and regulations regarding competition, practice and student eligibility. May also coach.	\$4,444
Basketball Head Coach - Boys (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,972
Basketball Asst Coach - Boys (2)	Assists the head coach of a middle school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$2,372
Basketball Head Coach - Girls (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, practice sessions, travel equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,972
Basketball Asst Coach - Girls (2)	Assists the head coach of a middle school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$2,372
Cheerleading (1)	Provides instruction and leadership to the middle school cheerleading squad in acrobatics, dance, tumbling, and arranged performances at district athletic, fundraising or other events. Coordinates rehearsals, competitions, routines and performances.	\$2,000
Cross Country Coach - Boys (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,000

Title (# positions)	Description	Stipend
Cross Country Coach - Girls (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,000
Dance (1)	Provides instruction and leadership to the middle school dance team in choreography, dance, tumbling, and arranged performances at district athletic, fundraising or other events. Coordinates rehearsals, competitions, routines and performances.	\$2,000
Football Head Coach (1)	Serves as head coach for a middle school football team. Manages and coordinates football activities, contests, practice sessions, travel, equipment and facilities. Ensures compliance with all UIL rules and regulations regarding competition, practice, and student eligibility. Supervises assigned assistant coaches during practices and contests.	\$3,880
Football Asst Coach (4)	Assists the head coach of a middle school football team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$3,180
Golf Coach (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$1,672
Soccer Coach - Boys (2)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$1,672
Soccer Coach - Girls (2)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$1,672
Tennis Coach (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$1,672
Track Head Coach - Boys (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,972
Track Asst Coach - Boys (3)	Assists the head coach of a middle school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$2,372

Title (# positions)	Description	Stipend
Track Head Coach - Girls (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,972
Track Asst Coach - Girls (3)	Assists the head coach of a middle school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$2,372
Volleyball Head Coach (1)	Serves as a coach for a middle school athletic team. Coordinates team activities, contests, practice sessions, travel, equipment and facilities. May work with other coaches or assistant coaches. Complies with all UIL rules and regulations regarding competition, practice, and student eligibility.	\$2,972
Volleyball Asst Coach (2)	Assists the head coach of a middle school athletic team. Oversees assigned athletes and other responsibilities. Leads unit or individual drills and practice sessions. Complies with all UIL rules and regulations regarding competition, practice and student eligibility. Reports to the head coach.	\$2,372
Middle School Academic Stipends		
Band Asst Director (1)	Assists the director in the supervision of the instrumental music and band program at a middle school campus.	\$3,000
Band Director (1)	Directs the instrumental music and band program at a middle school campus. Provides students with an opportunity to participate in extracurricular band activities which may include marching band, concert band, soloists, ensembles, and other instrumental music groups. Coordinates rehearsals, music selection, instruments and performance opportunities.	\$3,000
Choir (1)	Directs the vocal music program at a middle school campus. Provides students with an opportunity to participate in extracurricular choir activities which may include chorus, small group ensembles or solo training and performance. Coordinates rehearsals, music selection, and performance opportunities.	\$2,500
Dept. Chair Electives (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair English (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Fine Arts (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500

Title (# positions)	Description	Stipend
Dept. Chair History (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Math (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Science (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Special Education (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
GT Coordinator (1)	Coordinates GT activities on campus. Provides opportunities for students to participate in GT activities and events. Assists principal in reviewing teacher credentials to teach GT and AP courses.	\$1,000
Orchestra (1)	Directs the orchestra program at a middle school campus. Provides students with an opportunity to participate in extracurricular orchestra activities which may include orchestra instrumental music or small group ensembles. Coordinates rehearsals, music selection, and performance opportunities.	\$2,000
In-person Section Facilitator	Oversees and guides students during in-person learning environment with remote teacher of record instructing class.	\$1,250
Yearbook (1)	Oversees and guides students in the production, promotion, sale and distribution of the annual yearbook.	\$1,000
Website Coordinator (1)	Maintains campus level websites.	\$1,500
Elementary School Academic Stipends		
ELL/Dual Language Coordinator (1:LTE)	Organizes, schedules and facilitates LPAC meetings, intake of new ELL's and completion of paperwork. Serves as an ongoing campus resource for training and support.	\$1,750
Dept. Chair Pre-K (1:LTE, 1:LPE, 1:SHE)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Dual Language (1:LTE)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Grade 1 (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Grade 2 (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500

Title (# positions)	Description	Stipend
Dept. Chair Grade 3 (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Grade 4 (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Grade 5 (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Kindergarten (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Special Areas (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dept. Chair Special Education (1)	Meets regularly with principal to provide leadership and direction for the department. Maintains budget for the assigned department. Provide instructional leadership for the department. Assists the principal in efficient master scheduling of courses within the department.	\$1,500
Dual Language Teacher (17:LTE)	Serves as a certified dual language teacher; plans and provides direct instruction in core academic subjects in both English and Spanish on a full-time basis. Assumes responsibility for compiling, maintaining, and filing all reports, records and other documents required to facilitate processes and instruction specific to dual language education. Assists the principal in efficient master scheduling of dual language courses within the department.	\$7,000
Website Coordinator (1)	Maintains campus level websites.	\$1,500
Student Support Services Stipends		
Special Ed Lead SLP (1)	Serves as the lead speech and language pathologist.	\$3,000
Special Ed Lead LSSP (1)	Serves as the lead LSSP.	\$3,000
Special Olympics Coordinator (1)	Serves as the Special Olympics coordinator.	\$1,000

Title (# positions)	Description	Stipend
Visual Impairment Teacher (1)	Serves as the visual impairment teacher.	\$5,000
Special Ed Bilingual Speech	Provides speech bilingual speech services.	\$2,500
Special Ed Bilingual LSSP	Provides speech LSSP services.	\$2,500
Assistive Technology Lead (1)	Serves as team leader for offering assistance to the campus level AT teams through trainings, consultations, staffing, and evaluations regarding specific student needs. Maintains the AT inventory and process any device repairs.	\$3,000
Learning & Teaching Stipends		
	Sign-on bonus for Special Education Teachers, ARD Facilitators, Diagnosticians, LSSPs, Speech/Language Pathologists, Behavior Specialists, Occupational, Physical Therapist, and Licensed Clinical Social Worker.	\$1,700
	Sign-on bonus for Special Education Aides 1 and 2	\$700
District Position Stipends		
Travel Stipend for Athletic Director (1)	Travel allocation for athletic director.	\$4,800
Master Peace Officer	The highest level peace officer license that combines years of service with in-service training hours and formal education. Must have completed 1,200 training hours and 20 years of service, 2,400 training hours and 15 years of service, 3,300 training hours and 12 years of service, or 4,000 training hours and 10 years of service.	\$100/month
Bilingual	Provides bilingual services.	\$200/month
Mental Health Officer (1)	Successful completion of TCOLE and emergency first aid/lifesaving techniques training and pass exam.	\$150/month
Firearms Instructor (1)	Three years as a licensee or firearms instructor and current TCOLE certificate or instructor license.	\$150/month



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Resolution Regarding Extracurricular Status of 4-H Organization

RECOMMENDED ACTION

For approval with Consent Agenda.

RATIONALE

This resolution recognizes the Travis County 4-H Organization as an extracurricular activity in the district. By approving this request, LTISD allows the same attendance accounting for students who elect to participate in 4-H as in other district approved extracurricular activities.

19 TAC §129.21(k)(1) permits students who are participating in off-campus activities with a professional member of the school district or an adjunct staff member of the school district to be counted as present for attendance purposes. The adjunct staff member must be approved by the school board to supervise the activity, and approval is for only the 2021-2022 school year. Extension Agents may be recognized as adjunct staff members. Travis County Employs Extension Agents for 4-H activities who will sign the attached Adjunct Faculty Agreement.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Stefani Allen, Assistant Superintendent of Curriculum and Instruction

ATTACHMENTS

1. Resolution Regarding Extracurricular Status of 4-H Organization
2. Adjunct Faculty Agreement

MEETING DATE

September 15, 2021

ADJUNCT FACULTY AGREEMENT

THE STATE OF TEXAS
COUNTY OF TRAVIS

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Lake Travis Independent School District, hereinafter referred to as "District." A quorum having been established, the Board proceeded to consider the appointment of the herein named individuals as adjunct members of the Lake Travis Independent School District.

Upon consideration and vote of _____ in favor to _____, the herein named individuals are hereby named as adjunct faculty members of the Lake Travis Independent School District subject to the following considerations and provisions of such appointment, to wit:

1. This appointment shall commence on the first day of September, 2021 and end on the first day of June, 2022, being the end of the 2021-2022 academic year.
2. Adjunct faculty member will receive no compensation, salary, or remuneration from Lake Travis Independent School District.
3. Adjunct faculty member is and shall remain an employee, in good standing, of the Texas A&M AgriLife Extension Service.
4. Adjunct faculty member shall be under the direct supervision of either the District Extension Administrator of District 10 or the Travis County Extension Director.
5. Adjunct faculty member shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas A&M AgriLife Extension Service employees. District shall have no responsibility for any of such benefits or plans.

Adjunct faculty members shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members for which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of Texas A&M AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty members are not employees of the School District, and School District does not nor shall not supervise, direct or control the activities and/or participation of such Travis County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

Name: <u>Maggie M. Johnson</u>	Title: <u>County Director</u>	Degree: <u>BS/MS</u>	Institution: <u>TAMU - K</u>
Name: <u>Daphne Richards</u>	Title: <u>Horticulture</u>	Degree: <u>BS/MS</u>	Institution: <u>TAMU</u>
Name: <u>Noel Troxclair</u>	Title: <u>ANR</u>	Degree: <u>BS/MS/PhD</u>	Institution: <u>Purdue</u>
Name: <u>Wizzie Brown</u>	Title: <u>IPM</u>	Degree: <u>BS/MS</u>	Institution: <u>TAMU</u>
Name: <u>Sonia Coyle</u>	Title: <u>FCH</u>	Degree: <u>BS/MS</u>	Institution: <u>Baylor</u>
Name: <u>Crystal Wiltz</u>	Title: <u>CEP FCH</u>	Degree: <u>BS/MS</u>	Institution: <u>TAMU</u>
Name: <u>Oscar Zamora</u>	Title: <u>EFNEP</u>	Degree: <u>BS/MS</u>	Institution: <u>UT RGV</u>
Name: <u>Mikayla Herron</u>	Title: <u>4-H</u>	Degree: <u>BS</u>	Institution: <u>TAMU</u>
Name: <u>Alicia Ford</u>	Title: <u>Urban Youth Dev</u>	Degree: <u>BS</u>	Institution: <u>U Northern Iowa</u>
Name: <u>Nathan Tucker</u>	Title: <u>CEP 4-H</u>	Degree: <u>BS/MS</u>	Institution: <u>Oklahoma</u>

This appointment is made by the Lake Travis Independent School District by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by the Texas A&M AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas A&M AgriLife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (k)(1) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Travis County Extension Agents is not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by Lake Travis Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this _____ day of _____, 2021

By: _____
Lake Travis Independent School District

Adjunct Faculty Appointment Accepted By:

Approved:

County Extension Agent

District Extension Administrator, District 10
Texas A&M AgriLife Extension Service

County Extension Agent

**RESOLUTION
Regarding
EXTRACURRICULAR STATUS OF 4-H ORGANIZATION**

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the Lake Travis Independent School District, meeting in public with a quorum present and certified, did adopt this resolution that recognizes the Travis County Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under 19 Texas Administrative Code, Chapter 76.1, pertaining to extracurricular activities.

Participation by 4-H members under provisions of this resolution is subject to all rules and regulations set forth under 19 Texas Administrative Code, as interpreted by this Board and designated officials of this school district, whose rules shall be final.

Approved this ____ day of _____, 20__.

(For Board of Trustees)

(Superintendent)



AGENDA ITEM ACTION SHEET

AGENDA ITEM

August 11, 2021 Board Meeting Minutes

RECOMMENDED ACTION

For approval with consent agenda.

RATIONALE

Minutes for each Board meeting shall be approved and on file in the Superintendent's office.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Suzanne Kelbaugh - Administrative Assistant to Superintendent

ATTACHMENTS

August 11, 2021 Board Meeting Minutes

MEETING DATE

September 15, 2021

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 August 11, 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 John Aouelle called the meeting to order at 6:02 pm.

Quorum Determination

Trustees in attendance were John Aouelle, Lauren White, William Beard, Phillip Davis and Jessica Putonti.

Pledge of Allegiance and Moment of Silence

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

Public Comments/Citizen Participation

1. Alison Kayne - Masks
2. Anna Bee – COVID in hospitals
3. Jennifer Fleck - Masks
4. Leigh-Anne Zuela – Education and Health
5. Isreal Zuela – Education and Masks
6. James Morrison - Masks
7. Jennifer Vickery - Masks
8. Lauren Kelly – Health and Safety
9. Kelly Bucheru – COVID Protocols
10. Suzi Nelson - LTISD Safety Protocols
11. Heather Christie - Masks
12. Jennifer Lynskey – Return to School
13. Lori Mayfield – COVID Safety
14. Ames Mayfield - Students
15. Dana Rockey – COVID Protcols
16. Raquel Rodriguez - Thanking
17. Raquel Rodriguez – masks
18. Sidney Saxon - Safety
19. Brooke Meris – Safety Protcols
20. Sarah Tuthill – COVID Safety
21. Amy Hesse – Mask
22. Carl Jones – Masks
23. Andrew Cassidy – Masks
24. B.J. Carpenter – Masks/Protections
25. Boris Tilim – Masks
26. Rachel Mills – COVID Dashboard
27. Corina Semph – Marks – CRT
28. Patrick Conolly – Masks
29. Teresa Conolly – Masks
30. Frederick Dupuy – Government Policy
31. Jim Moore – Masking

- 32. Zach Goemer – Masks
- 33. Erika Staton – Masks
- 34. Margaret Livingston – Masks
- 35. Gurhard Golden – Masks
- 36. Alex Dunlap – Masks

Break after Public Comment 7:36 – 7:45 p.m.

Public Hearing

- **Public Hearing to discuss 2021-2022 Proposed Budget and Tax Rate**

Ms. Sanchez and Ms. Murphy provided an administrative overview of the proposed budget and tax rate and give an opportunity for community input regarding the proposed budget and tax rate.

Presentation / Discussion Items

- **Efficiency Audit Presentation**

Ms. Sanchez presented House Bill 3 (HB 3) provided a means for districts to access two additional Golden Pennies, eight instead of six, that are not subject to recapture by the State. In order to access the two additional pennies, additional requirements were approved in legislation for tax ratification elections. Most notable is the need to hold elections on the November Uniform Election Date and the requirement that an efficiency audit be conducted, presented in a public forum, and posted to the District’s website.

She also discussed that Lake Travis ISD engaged Maxwell, Locke & Ritter to conduct the efficiency audit which was completed in July and will be presented to the Board on August 11, 2021. The audit evaluates the operations of the District related to fiscal management, efficiency, and utilization of resources as set forth in the guidelines established by the Legislative Budget Board in conjunction with HB 3. The methodology required the District be compared to similar districts along with the state average. The comparison districts were chosen based on student enrollment, labor market conditions, student needs, and financial resources. For Lake Travis ISD, the districts include Highland Park ISD, Grapevine-Colleyville ISD, Alamo Heights ISD, Carroll ISD, and Eanes ISD.

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

- **July 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 - July 2021
2. Balance Sheet – July 2021
3. Tax Statement - July 2021
4. 2018 Capital Project Report

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

- **Board Notification under Board Policy CH (Local) - Lake Travis High School PAC Renovations**

Ms. Sanchez presented that Lake Travis ISD has the following budgeted purchase that requires Board notification:

Lake Travis High School PAC Renovations-\$118,100.00

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

Consideration Items

• **2018 Bond Program Delivery Method – Summer 2022 Bond Projects**

Ms. Sanchez presented that the administration is currently working to procure the services of the general contractors for all 2021-2022 bond projects. It is the intent of administration to bring a list of these contractors to the Board for consideration at the September-October 2021 board meetings.

A **MOTION** was made by Trustee Lauren White and seconded by Trustee Phillip Davis to approve the delivery methods for Summer 2022 Bond Projects.

The motion passed by a vote of 5-0.

▪ **2020-2021 Budget Amendment #3- General Operating Fund, Debt Service Fund and Food Service Fund**

Ms. Sanchez presented the following

- The General Operating budget is being amended to reflect the ESSER II supplanted funding by the State for average daily attendance (ADA) Hold Harmless. The reduction in ADA by the State resulted in an increase in recapture.
- The Debt Service budget is being amended to reflect the revenue from Travis County Permanent School Fund and the subsequent payoff of debt allocation to Marble Falls ISD for the annexation of Paleface Ranch Subdivision in 2010.
- The Food Service budget is being amended to reflect revenue loss due to remote instruction during the COVID-19 pandemic.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Lauren White to 2020-2021 Budget Amendments to the General Operating Fund, Debt Service Fund and Food Service Fund.

The motion passed by a vote of 5-0.

▪ **House Bill 5 (HB 5), 83rd Legislative Session Requirement Concerning “Set-Aside” State Compensatory Funding**

Ms. Sanchez presented in order to meet the requirements of HB 5, administration is requesting specific Board approval of \$364,270, which has been included in the existing budget requests, however, needs to be segregated and identified by Board action. These funds will be used to support the following student accelerated instructional practices and interventions: Summer School, accelerated learning, end of course (EOC) review sessions and educational resources to support accelerated instruction.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the House Bill 5, 83rd Legislative Session requirement concerning “set-aside” state compensatory funding.

The motion passed by a vote of 5-0.

- **Proposed Budget for 2021-2022**

Ms. Sanchez presented the proposed budget funds the district's programs and initiatives, provides a competitive salary structure for staff and provides for a projected ending fund balance of \$42.7 million for the General Operating Fund.

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti to approve the 2021-2022 Proposed Budget-Legally Adopted Funds, as presented.

The motion passed by a vote of 5-0.

- **Resolution No. 081121-01 Regarding the 2021-2022 Tax Rate and Golden Pennies Election**

In order to access the two additional Golden Pennies available under House Bill 3, 86th Legislative Session, the District must adopt a Local Maintenance tax rate higher than the current Voter Approved Tax Rate. That action will necessitate the need to call a Voter-Approval Tax Rate Election for the November 2, 2021 uniform election date. At the August 11, 2021 meeting, the Board of Trustees will consider the following Consideration Items regarding the 2021-2022 tax rate:

1. Resolution Regarding the 2021-2022 Tax Rate and Golden Pennies Election;
2. Adoption of the 2021-2022 Tax Rate; and
3. Election Order Calling a Voter-Approval Tax Rate Election to be held on November 2, 2021

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti for the Board to adopt Resolution No. 081121-01 regarding the 2021-2022 Tax Rate and Golden Pennies Election.

The motion passed by a vote of 5-0.

- **2021 Tax Rate Resolution No. 081121-02**

Ms. Sanchez presented that the Lake Travis Independent School District's governing body must adopt a tax rate by official action and set it out in an ordinance or resolution. A school district must adopt the tax rate by September 30 or 60 days after receiving the certified roll, whichever date is later. The tax levy will be used to fund the operations and debt service of the school district.

A MOTION was made by Trustee William Beard and seconded by Trustee Phillip Davis to adopt Resolution No. 081121-02 regarding the 2021 Tax Rate.

The motion passed by a vote of 5-0.

- **Order Calling a Tax Ratification Election to be held by Lake Travis Independent School District**

Ms. Sanchez and Jeremy Self presented that through a voter approved VATRE, Lake Travis ISD would move 2 pennies to the M&O tax rate by taking those same 2 pennies from the I&S tax rate. As a result, the total tax rate paid by local homeowners would NOT increase. However, Lake Travis ISD could see an additional \$3 million annually in operating revenue. The total tax rate would remain the same \$1.2301 whether the 2021 VATRE is approved by voters or not.

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti to adopt an order calling a Voter-Approval Tax Rate Election to be held by the Lake Travis Independent School District on November 2, 2021.

The motion passed by a vote of 5-0.

- **Rescind Resolution No. 081920-03 Regarding the Continuation of Delegation of Authority to Superintendent in Response to COVID-19**

Ms. King and Mr. Norton presented that in response to the COVID-19 pandemic and the national and state emergency disaster proclamations, on March 23, 2020, the Board approved Resolution No. 03252020-01 delegating authority to the Superintendent, which allowed for more flexibility and quicker decision-making for needs of the District due to COVID-19. On August 19, 2020, the Board rescinded Resolution No. 03252020-01 and replaced it with Resolution No. 081920-03 continuing its delegation of authority to the Superintendent.

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti to table until the next meeting.

The motion passed by a vote of 5-0.

- **2021-2022 Lake Travis ISD Student Code of Conduct**

Ms. King presented that the current proposed revisions are minimal and include an update the duties of the district’s security personnel as a result of the implementation of LTISD’s Police Department and changes prompted by the 87th Legislature.

A MOTION was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the 2021-2022 Lake Travis ISD Student Code of Conduct as presented.

The motion passed by a vote of 5-0.

- **TASB Policy Update 117: CH(LOCAL): PURCHASING AND ACQUISITION CV(LOCAL): FACILITIES CONSTRUCTION**

A MOTION was made by Trustee William Beard and seconded by Trustee Jessica Putonti to approve TASB Policy Update 117 for local policies CH and CV.

The motion passed by a vote of 5-0.

- **Update to Lake Travis ISD DEC (LOCAL) Policy Regarding Employee Leaves and Absences**

Ms. Murphy presented that the administration is recommending significant changes to the current DEC (LOCAL) policy that addresses employee leaves and absences. These changes include the following:

- The implementation of a catastrophic sick leave bank that will allow participating employees the ability to request additional leave if the employee experiences a catastrophic illness or injury and has exhausted all other paid leave;
- Allowing more flexibility in the use of local leave (no longer just “sick” leave);
- Updating policy to reflect practice related to employees on workers’ compensation leave being allowed to offset their income with paid leave;
- Adding a provision prohibiting an employee from working another job during work hours if the employee is on leave;
- Updating the neutral absence policy to allow for a grace period;
- Removing the administrative detail from the local policy and relocating it to an administrative regulation; and
- Reorganizing, consolidating language, and other minor non-substantive edits

A **MOTION** was made by Trustee Phillip Davis and seconded by Trustee Jessica Putonti to approve the update to Lake Travis ISD DEC (LOCAL) Policy Regarding Employee Leaves and Absences.

The motion passed by a vote of 5-0.

Consent Agenda

- Minutes of July 21, 2021 Board Meeting

A **MOTION** was made by Trustee William Beard and seconded by Trustee Phillip Davis to approve the consent agenda items as presented.

The motion passed by a vote of 5-0.

Upcoming Meetings and Events

Board President John Aouelle announced the following upcoming meetings and events:

- September 15, 2021 – 6:00 p.m. – Monthly Board Meeting, EDC
- October 20, 2021 – 6:00 p.m. – Monthly Board Meeting, EDC

Closed Session

Trustees adjourned into Closed Session at 9:14 p.m., 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 551.072 - 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 10:37 p.m. There was no action after closed session.

Adjournment

There being no further action, the August 11, 2021 Board of Trustees' meeting adjourned at 10:37 p.m.

John Aouelle, Vice President

Lauren White, Secretary



AGENDA ITEM ACTION SHEET

AGENDA ITEM

August 26, 2021 Special Called Board Meeting Minutes

RECOMMENDED ACTION

For approval with consent agenda.

RATIONALE

Minutes for each Board meeting shall be approved and on file in the Superintendent's office.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Suzanne Kelbaugh - Administrative Assistant to Superintendent

ATTACHMENTS

August 26, 2021 Special Called Board Meeting Minutes

MEETING DATE

September 15, 2021

**Minutes of Special Called Board Meeting
The Board of Trustees
Lake Travis Independent School District**

A Special Called Board Meeting of the Board of Trustees of Lake Travis Independent School District was held on August 26, 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 John Aouelle called the meeting to order at 6:03 pm.

Quorum Determination

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

Pledge of Allegiance and Moment of Silence

Christine (audience member), led the Pledge of Allegiance. A moment of silence was then observed.

Public Comments/Citizen Participation –

107 speakers (allowed 1 min each)

(2 hours and 22 min. – took a 10 min break at 7:45 - 7:55)

1. Jennifer Lynskey
2. Braden Frame
3. Maria Daz-Tripi
4. Simran Sedani
5. David Douglas
6. Allen Bourgoyne
7. Diane McMichael
8. Laurie Higginbotham
9. Julie Fergerson
10. Suzi Nelson
11. Magdalene Conroy
12. Dana Rockey
13. Jenniger Christensen, MD
14. Sidney Saxon
15. Jeremy Gafford
16. Melissa Mathews
17. Keely Cano
18. Erika Staton
19. Jeanine Ratcliff
20. Suzanne VanBenthuisen, MD
21. Jose Cano
22. Tama Childres
23. Evan Jacoby
24. Brandi Kastner
25. Lori Mayfield
26. Megan Klein
27. Shiloh Newman
28. Erin Rice

29. Steven Wydman
30. Melanie Hooper
31. Jennifer DiLeo
32. Deepa Block
33. Tina Nemeroff
34. Lanhua Nemeroff
35. Tiawshin Nemeroff
36. Monica Hall-Porter
37. Rachel Stroud
38. Miten Nagda
39. Laura Kinto
40. Drew Armbruster
41. Kathy Bongarzone
42. Tina Moore
43. Jen Alessandra
44. Isreal Zuela
45. Leigh Anne Zuela
46. Elisena Tatalo
47. Ella Rose Summer
48. Laura Smith
49. Trisha Zager
50. Mary Kuse
51. Carl Jones
52. Jimmy Smith
53. Sarah T
54. Corina Semph
55. Wayne Teigen
56. Jennifer Ozuna
57. Alexandra Thompson
58. Jacob Berkel
59. Susan Harbin
60. Bert Von Roemer
61. Patrick Connelly
62. Teresa Connelly
63. Alice Teeters
64. Rose Cassidy
65. Erik Bell
66. Kara Bell
67. Frederik Dupuy
68. Kelly Brynteson
69. Zach Goemer
70. Tony Oberle
71. Zac Oberle
72. Tim Moon
73. Gerhard Golden
74. Berenice Craig
75. Annie Vilven
76. Justin Berz
77. Ritu Niydai
78. Kristine Ehrlich
79. Raquel Archung

80. Rosalie Galliver
81. Candice Vredevelt
82. Rosimar Suddeth
83. Amber Hamby
84. Keith Wahrer
85. Grant Alderson
86. Elizabeth Swail
87. John Joseph
88. Faith Shephard-Smith
89. Arden Wimberly
90. Carol Moore
91. Bryton McLane
92. Liza Lorenzi
93. Maria Gaviel
94. Tom Monaco
95. Lars Christensen
96. Alek Orloff
97. Olivia Fleck
98. Margaret Livingston
99. Marge Stone
100. Abigail Magno
101. Hector Magno
102. Nabil Yazdani
103. Jennifer Manthorpe
104. Alyana Yazdani
105. Joey Najera
106. Matthew Rinella
107. Deborah Turner-mack

Presentation / Discussion Items

▪ Updates Concerning Mask Orders and Court Cases

Amber King, General Council presented a timeline of the ongoing Court Cases surrounding the mask orders throughout the State of Texas and Travis County.

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

• Update on District COVID-19 Cases

Pam Sanchez, Assistant Superintendent Business Services and Evalene Murphy, Assistant Superintendent Employee/Community Relations discussed overall student and staff COVID cases this year vs last year since school opened. Staff cases 2020-21 was 106 staff positive – since July 24, 2021 32 COVID positive in reference to students 2020-21 COVID positive 256 and YTD 2021-2022 is 68 students.

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

- **Status of Transportation Services**

Brad Bailey, Assistant Superintendent of Operations spoke about challenges that the Transportation department has had with scheduling bus routes due to a shortage of drivers. He discussed the ongoing plan to look at routes and continue to add students onto buses, based on current capacity. They have hired some drivers and are in the process of training them. They are looking into working better with technology in rolling out transportation needs throughout the district. Rhonda Davis, Director of Transportation and her team is doing a great job in handling parent calls and complaints.

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

Discussion/Possible Action

- **A Safe Return to In-Person Instruction Plan- COVID Protocols**

This Discussion was led by Paul Norton, Superintendent, he highlighted the 2021 -2022 School COVID Protocols that have been in place, most of the same protocols used in 2020-2021 school year are being implemented in the 2021-2022 school year, with the exception of quarantining close contacts in the classroom. Staff and students should stay home if they are sick. Classroom letters for notification of a positive will still be sent this year to parents. He spoke in detail about daily cleaning procedures throughout the district as well as electrostatic spraying for disinfecting high traffic areas and classrooms. Merv 13 air filters have been installed on all campuses. Buses have been equipped with Merv 6 air filters. Talked about outdoor seating during lunch in all elementary schools and secondary schools. Partnering with a provider to do testing of staff onsite. Evalene Murphy spoke about testing asymptomatic staff in order to keep staff on campus safely, especially with the shortage of subs. TEA will be providing rapid tests to the school the week of Sept 1st. Trustee White started a discussion about family members testing positive and what protocols we have in place for making sure the students are being taken care of academically and how are absences tracked, Mr. Norton said work will be sent home and absences will be looked at due to close contact due to COVID. Trustee Davis asked about protocol differences, Mr. Norton spoke about the quarantining differences from last year to this year. Trustee White wanted clarification on when a parent reports a positive how long does it take to get added to the dashboard? Ms. Sanchez went through the process on how it goes through from the principals need to report to the district by 4 p.m. and then the letters and dashboard will be updated around 5 p.m. Weekend reported positives will be notified by first thing Monday morning, close contact staff will be notified first. Ms. Murphy spoke about positive staff and how it gets reported directly through HR. Trustee White asked about how LT was filling staff positions that are out, Ms. Murphy spoke about the district trying to use subs first and then paying teachers to cover additional classes during the school day. The principals, try to use subs before splitting classes. The percent of staff is .58 that are out sick as of this time, will be using rapid tests to keep teachers without symptoms in the classroom. Trustee White wants to keep kids in the classroom, so what is the plan since we are seeing more cases and have to close a campus? Mr. Norton talked about going to a virtual option for specific classrooms. TEA will not give us credit for virtual and we will have to make those minutes up during the year – that is why it is important that if students and staff are sick they need to stay home. Mr. Norton has had many conference calls with Dr. Walkes from APH on how to work with APH on keeping the school open and not close for a 2-week period. Trustee White spoke about lunch being the most dangerous time of the day and updating protocols to keep students more distanced as well as eating lunch outside. Trustee white also brought up the issue of large group gatherings, i.e. assemblies, back to school night (curriculum night) will be virtual moved, also when are visitors going to be allowed back on campus – will allow for parent meetings and ARD's, parents can make

appointments to meet with teachers, the district will look at reevaluating to see when the best time will be to allow visitors back on campus. Trustee Davis brought up the stages of COVID and visitors being allowed on campus – so community knows what to expect. Mr. Norton spoke about reevaluating instead of relying on stages. Discussion continued on testing of staff as well as PPE available on campuses to staff and students. Ms. White was asking percent of staff and students wearing masks on campus – LTISD strongly encourages staff and students to wear masks. Trustee Davis asked if we tracked staff who are vaccinated, Ms. Murphy said we do not track, we gave employees the opportunity to get vaccinated through the clinics. Trustee Dorsett wants to make sure we are doing everything to keep our kids safe according to the law. Trustee Davis wants to understand more of the legal side before deciding on a mask mandate due to the fluid nature, they adjourned to Closed session to discuss further.

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

Closed Session

Trustees adjourned into Closed Session at 10:09 p.m., as permitted by Texas Government Code 551.001 et seq.

Section 551.071 – Consultation with Attorney

1. Consultation with Attorney

- a. 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). 7. Adjournment

Open Session

Trustees returned from Closed Session at 11:06 p.m.

There was discussion with Trustee White in reference to a threshold to when campuses may be closed based off what the LT community feels comfortable to further protect the students in the district. Trustee White was happy to have this discussion at the special called board meeting to check in what is going on in the district and suggested that the Board revisit the COVID Protocols at the next scheduled board meeting.

No action took place after closed session.

Adjournment

There being no further action, the August 26, 2021 Board of Trustees' Special Called meeting adjourned at 11:09 p.m.

John Aouelle, Vice President

Lauren White, Secretary