

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 December 14, 2022, beginning at 6:00 PM in the Educational Development Center, Live Oak Room
 607 RR 620 North
 Austin, TX 78734.

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

1. Call To Order and Quorum Determination
2. Pledge of Allegiance and Moment of Silence
3. Recognitions
 - A. Lake Travis High School - South East Interscholastic Sailing Association 2022 Texas Fall State Championship 4
 - B. Lake Travis High School - 2022 Texas Thespians State Festival 5
4. Public Comments/Citizen Participation
5. Information Items
 - A. November 2022 Monthly Financial Reports - Statement of Revenues and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Area Projects Report and Quarterly Investment Report 6
 - B. 2023 - 2024 Budget Calendar 12
6. Consideration Items
 - A. Lake Travis Independent School District's Annual Financial Report for the Fiscal Year Ended August 31, 2022 14
7. Presentation/Discussion Items
 - A. C & I Update - STAAR Redesign and Interims Data Results 130
 - B. 2023 - 2024 Instructional Calendar 157
 - C. Review 2022-2023 District and Campus Improvement Plan Goals and Performance Objectives 162
 - D. Lake Travis Independent School District Legislative Priorities, 88th Legislative Regular Session 212
 - E. 2022 Bond Project Update 214
 - F. LTISD Strategic Plan Implementation Timeline 215
 - G. District of Innovation and TASB Policy Update Affecting the Following Policies: 220
 - EB(LOCAL): SCHOOL YEAR
 - EEB(LOCAL): INSTRUCTIONAL ARRANGEMENTS - CLASS SIZE
 - DNA(LOCAL): PERFORMANCE APPRAISAL - EVALUATION OF TEACHERS
 - DK(LOCAL): ASSIGNMENT AND SCHEDULES

DBA(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS – CREDENTIALS AND RECORDS
 DCA (LOCAL): EMPLOYMENT PRACTICES – PROBATIONARY CONTRACTS
 EC (LOCAL): SCHOOL DAY
 DEAA (LOCAL): COMPENSATION PLAN – INCENTIVES AND STIPENDS
 FOB (LOCAL): STUDENT DISCIPLINE – OUT OF SCHOOL SUSPENSION
 FOCA (LOCAL): PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING – DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM OPERATIONS
 GKA (LOCAL): COMMUNITY RELATIONS – CONDUCT ON SCHOOL PREMISES
 GF (LOCAL): PUBLIC COMPLAINTS
 FNG (LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES – STUDENT AND PARENT COMPLAINTS/GRIEVANCES

8.	Consideration Items	
	A. Consideration and Possible Action Approving an Order Authorizing the Issuance of One or More Series of Unlimited Tax School Building Bonds; Levying an Annual Ad Valorem Tax for the Payment Thereof; Delegating the Authority to District Staff to Approve Certain Matters Relating Thereto; and Other Matters in Connection Therewith	249
	B. Affidavit Affirming the Authority of Travis Central Appraisal District and the Chief Appraiser to Act as Agent Representing Lake Travis ISD for the 2020 Property Value Protest	300
	C. Selection of Bartlett Cocke for Construction Manager At Risk (CMAR) for Elementary School #8	303
	D. Request for Qualifications (RFQ) Architect and Engineering Services	305
	E. Resolution to Approve Purchasing Solutions Alliance Cooperative	308
	F. Compensation - One-Time Payment	312
	G. Consent Agenda	
	1. November 16, 2022 Board Meeting Minutes	313
	2. Amendment to Board Operating Procedures	322
9.	Upcoming Meetings and Events	
	A. January 18, 2023, 6:00 p.m. - Monthly Board Meeting, EDC	
	B. January 25, 2023, 6:00 p.m. - Superintendent's Summative Conference	
	C. February 15, 2023, 6:00 p.m. - Monthly Board Meeting, EDC	
10.	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.
11. Adjournment



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Lake Travis High School - South East Interscholastic Sailing Association 2022 Texas Fall State Championship

RECOMMENDED ACTION

Special Recognition.

RATIONALE

The Lake Travis High School Sailing Team won the 2022 Texas Fall State Championship Regatta held November 5-6 on Lake Travis. This is the team's fifth consecutive state championship.

Lake Travis High School Sailing Team:

James Brock	Ryder Getson	Luca Nealon
Laura Covington	Lucas Gonzalez	Katelyn Presley
Olivia DeCaprio	Kalea Grant	Brady Reid
Parker Devine	Vivian Heitkoetter	Zachary Romberg
Sofia Dunkerley	Hayden Linyard	Hayley Sweat
Braden Eiser	Indiana McKenna	Luka Vukmirica
Julia Fouilloud-Hofmann	Taya McKenna	Abel Williams
Luca Fouilloud-Hofmann	Jake Mitro	Cy Williams
Keilani Fujii	Zachary Mueller	Lillian Wind

Dianne Bartlett is the faculty sponsor of the Lake Travis High School Sailing Club. Constanze Heitkoetter serves as parent lead. Jeff Brock and Emily Verдона serve as team coaches in association with the Austin Yacht Club.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Debbie Garinger - Lake Travis High School Principal

Marco Alvarado - Executive Director of Communications & Community Relations

ATTACHMENTS

None

MEETING DATE

December 14, 2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Lake Travis High School - 2022 Texas Thespians State Festival

RECOMMENDED ACTION

Special Recognition.

RATIONALE

With their production of "Rough Magic" by Roberto Aguirre-Sacasa, Lake Travis High School Theatre Arts students received several awards at the Texas Thespians State Festival held November 17-19 in Grapevine.

- Best Makeup - **Jessi Barrero, Lance Najera, and Camila Racusin**
- Best Supporting Performer - **Jacob "Duckie" Nels**
- Superior Performer - **Alana Yost**
- Excellent Performer - **Tyler Tramonte**

The following students also earned the status of National Qualifier in the following events:

- Duet Musical - **Jaelyn Knoll and Claire Tudor**
- Duet Acting - **Chloe De Leon and Kinsey Jacobsen**
- Solo Musical - **Kyra Lowrance**
- Solo Musical - **Ella Swinford**
- Group Musical - **Adam Ellett, Sofie Standish, Jill Wetter, and Zoe Zaman**

Additionally, Jacob "Duckie" Nels was selected to the All-Star Improv Team.

Jason Bradshaw is the Director of Theatre at Lake Travis High School.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Debbie Garinger - Lake Travis High School Principal

Shannon Gill - Director of Fine Arts

Marco Alvarado - Executive Director of Communications & Community Relations

ATTACHMENTS

None

MEETING DATE

December 14, 2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

November 2022 Monthly Financial Reports-Statement of Revenues and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Projects Report and Quarterly Investment Report

RECOMMENDED ACTION

For Information 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-November 2022
2. Balance Sheet-November 2022
3. Tax Statement-November 2022
4. 2018 Capital Projects Report-November 2022
5. Quarterly Investment Report-November 2022

MEETING DATE

December 14, 2022

Lake Travis ISD
STATEMENT OF REVENUE AND EXPENDITURES
GENERAL FUND

11/30/2022

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	\$ 161,825,453	\$ 2,821,663	\$ 159,003,790	1.74%	\$ 8,105,749	6.16%
5700	Other Local Revenues	2,884,000	248,045	2,635,955	8.60%	594,146	28.12%
5800	State Program Revenue	8,779,874	1,395,907	7,383,967	15.90%	2,436,432	26.85%
5900	Federal Revenue	500,000	-	500,000	0.00%	25,058	4.51%
Total Revenue		\$ 173,989,327	\$ 4,465,615	\$ 169,523,712	2.57%	\$ 11,161,385	7.78%

Expenditures

11	Instruction	\$ 62,421,022	\$ 18,680,681	\$ 43,740,341	29.93%	\$ 12,495,952	21.28%
12	Instructional Resources	1,019,890	297,634	722,256	29.18%	199,875	20.67%
13	Staff Development	1,517,909	422,904	1,095,005	27.86%	155,337	17.67%
21	Instructional Administration	2,536,242	503,476	2,032,766	19.85%	406,287	18.27%
23	School Administration	4,979,123	1,415,254	3,563,869	28.42%	921,482	19.13%
31	Guidance & Counseling	4,626,719	1,350,666	3,276,053	29.19%	979,534	20.10%
32	Social Work Services	147,920	39,286	108,634	26.56%	29,780	20.54%
33	Health Services	988,161	304,601	683,560	30.83%	198,524	22.50%
34	Transportation	5,141,946	1,325,877	3,816,069	25.79%	1,019,606	24.48%
35	Food Service	107,821	25,619	82,202	23.76%	22,500	25.00%
36	Co-Curricular Account	2,658,103	756,792	1,901,311	28.47%	626,728	24.82%
41	General Administration	3,863,546	1,086,410	2,777,136	28.12%	776,850	20.73%
51	Plant & Maint. Operation	12,128,868	3,225,722	8,903,146	26.60%	2,958,564	27.22%
52	Security	896,983	272,071	624,912	30.33%	166,780	19.80%
53	Non-Inst. Data Processing	3,337,694	872,322	2,465,372	26.14%	619,645	23.77%
61	Community Services	518,660	87,569	431,091	16.88%	66,526	17.14%
81	Facilities/Construction	35,940	28,540	7,401	79.41%	7,500	25.00%
91	State Transfers	69,043,111	-	69,043,111	0.00%	-	0.00%
92	Incremental Cost WADA	-	-	-	0.00%	-	0.00%
93	SPED TRF-Regular Day	45,000	-	45,000	0.00%	-	0.00%
95	JJAEF Transfer Payments	15,000	-	15,000	0.00%	-	0.00%
99	Travis County Appraisal	870,000	194,076	675,924	22.31%	238,674	48.76%
Total Expenditures		\$ 176,899,658	\$ 30,889,498	\$ 146,010,160	17.46%	\$ 21,890,144	15.09%

Other Resources and (Uses)

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

Fund Balance

1200	Excess (Deficiency) Of Revenues Over Expenditures	\$ (2,910,331)	\$ (26,423,883)
3000	Beginning Fund Balance 9/1	\$ 45,809,705	
3000	Ending Fund Balance 8/31	\$ 42,899,374	
3590	Committed Fund Balance	\$ 565,513	
3600	Unassigned Fund Balance	\$ 42,333,861	

Lake Travis ISD
COMBINED INTERIM BALANCE SHEET - ALL FUND TYPES
AS OF: November 30, 2022

<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	\$ 153,782	\$ 2,108,356	\$ 1,033,390	\$ 11,330,511	\$ 6,578,691	\$ 21,204,730
1103 Temporary Investments	\$ 29,126,906		\$ 7,498,785	4,913,146	191,912	41,730,749
Total Cash and Investments	\$ 29,280,688	\$ 2,108,356	\$ 8,532,175	\$ 16,243,657	\$ 6,770,603	\$ 62,935,479
Receivables:						
1210 Property Taxes-Current	\$ 161,405,145	\$ -	\$ 59,756,031	\$ -	\$ -	\$ 221,161,176
1220 Property Taxes-Delinquent	\$ 3,039,492	\$ -	\$ 1,115,878	-	-	4,155,370
1230 Allowance-Uncollected Taxes	\$ (868,808)	\$ -	\$ (279,355)	-	-	(1,148,163)
1240 Due From Federal Agencies	\$ 410,213	\$ -	\$ -	-	-	410,213
1250 Sundry Receivables	\$ 8,580	\$ 1,178	\$ -	-	-	9,759
1260 Due From Funds	\$ 1,032,979	\$ 29,389	\$ -	835,276	199,763	2,097,408
1280 Due From Other Funds Warehouse Items	\$ 1,121		\$ -	-	1,341,338	1,342,459
1290 Other Receivables	\$ -	\$ 2,970	\$ -	3,329	-	6,299
1300 Inventories, At Cost	\$ 106,189	\$ 424,571	\$ -	-	-	530,760
Total Receivables	\$ 165,134,911	\$ 458,108	\$ 60,592,554	\$ 838,605	\$ 1,541,101	\$ 228,565,280
1400 Other Current Assets	\$ -		\$ -	-	269,407	269,407
Total Assets	\$ 194,415,599	\$ 2,566,464	\$ 69,124,729	\$ 17,082,262	\$ 8,581,111	\$ 291,770,165
Resources						
5010 Estimated Revenue	\$ 173,989,327	\$ 13,941,939	\$ 60,300,000	\$ 70,000	\$ 16,787,322	\$ 265,088,588
5030 Less: Realized Revenue	\$ 4,465,615	\$ 1,317,564	\$ 951,232	35,849	1,124,515	7,894,775
5000 Revenues to be Received	\$ 169,523,712	\$ 12,624,375	\$ 59,348,769	34,151	15,662,807	257,193,814
Total Assets & Resources	\$ 363,939,311	\$ 15,190,839	\$ 128,473,497	\$ 17,116,413	\$ 24,243,918	\$ 548,963,979
Liabilities						
Current Liabilities:						
2110 Accounts Payable	\$ 80,940	\$ 16,274	\$ -		\$ 3,828,220	\$ 3,925,434
2160 Accrued Wages Payable	\$ 9,505,655	\$ 480,910	\$ -	40,232	116,671	10,143,468
2170 Due To Other Funds	\$ 1,477,233	\$ 148,186	\$ -		685,385	2,310,804
2180 Due To Other Govt's	\$ (11,296)	\$ -	\$ -	-	-	(11,296)
2190 Due To Student Groups	\$ -	\$ -	\$ -	-	-	-
2150 Payroll Deduct & Withhold	\$ -	\$ -	\$ -	-	812,541	812,541
Total Current Payables	\$ 11,052,532	\$ 645,370	\$ -	\$ 40,232	\$ 5,442,817	\$ 17,180,951
2210 Accrued Expenses	\$ -	\$ -		318,082	698,872	1,016,954
2300 Deferred Revenue	\$ 163,977,245	\$ 429,632	\$ 60,621,696	-	-	225,028,573
2400 Payable From Restricted Assets	\$ -	\$ -	\$ -	-	-	-
Total Liabilities	\$ 175,029,777	\$ 1,075,002	\$ 60,621,696	\$ 358,314	\$ 6,141,689	\$ 243,226,478
Fund Equity						
6010 Appropriations	\$ 176,899,658	\$ 15,960,675	\$ 56,780,000	\$ 21,714,710	\$ 18,818,578	\$ 290,173,621
6050 Less: Expenditures	\$ (30,889,498)	\$ (2,141,950)	\$ (400)	(4,956,611)	(3,366,854)	(41,355,313)
6030 Encumbrances						-
Available Appropriations	\$ 146,010,160	\$ 13,818,725	\$ 56,779,600	\$ 16,758,099	\$ 15,451,724	\$ 248,818,308
4310 Reserve For Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3600 Unassigned Fund Balance	\$ 42,333,861	\$ 297,112	\$ 11,072,201	\$ -	\$ 2,650,505	56,353,680
3590 Committed Fund Balance - Accr. Leave	\$ 565,513					565,513
Total Liability & Fund Equity	\$ 363,939,311	\$ 15,190,839	\$ 128,473,497	\$ 17,116,413	\$ 24,243,918	\$ 548,963,979

SUMMARY OF TAX COLLECTIONS
AS OF NOVEMBER 2022

2022-23 Original Tax Levy	\$ 226,615,817.90
Delinquent Taxes as of 8/31/2022	<u>3,841,495.74</u>
 Total Receivables for 2022-23	 \$ 230,457,313.64
Current Year Adjustments	0.00
Prior Year Adjustments	<u>(1,082,133.32)</u>
 Adjusted Receivables.....	 \$ 229,375,180.32
Total Net Collections To Date	<u>(3,334,468.55)</u>
 Outstanding Receivables as of 11/30/2022	 \$ <u>226,040,711.77</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	\$ 161,825,453.00	\$ 2,821,662.75	\$ 159,003,790.25	1.74%
Maintenance - Prior Year Tax	600,000.00	(463,119.52)	1,063,119.52	0.00%
Maintenance - Penalties & Interest	<u>600,000.00</u>	<u>72,869.91</u>	<u>527,130.09</u>	<u>12.14%</u>
Sub-total	\$ <u>163,025,453.00</u>	\$ <u>2,431,413.14</u>	\$ <u>160,594,039.86</u>	<u>1.49%</u>
 Debt Service - Current Tax	 \$ 59,900,000.00	 \$ 1,044,646.79	 \$ 58,855,353.21	 1.74%
Debt Service - Prior Year Tax	100,000.00	(168,038.62)	268,038.62	0.00%
Debt Service - Penalties & Interest	<u>200,000.00</u>	<u>26,447.24</u>	<u>173,552.76</u>	<u>13.22%</u>
Sub-total	\$ <u>60,200,000.00</u>	\$ <u>903,055.41</u>	\$ <u>59,296,944.59</u>	<u>1.50%</u>
 Total Collections	 \$ <u>223,225,453.00</u>	 \$ <u>3,334,468.55</u>	 \$ <u>219,890,984.45</u>	 <u>1.49%</u>

<u>Tax Collection Comparison with 2022-23: Adjusted Tax Roll</u>	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>
Percent of Current Year Taxes Collected	1.71%	6.04%	1.15%
Percent of Total Taxes Collected	1.43%	6.13%	1.40%
Percent of Total Taxes and P & I Collected	1.47%	6.16%	1.47%

<u>Tax Collection Comparison with 2022-23: Original Tax Roll</u>	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>
Percent of Current Year Taxes Collected	1.71%	6.04%	1.14%
Percent of Total Taxes Collected	1.43%	6.13%	1.40%
Percent of Total Taxes and P & I Collected	1.47%	6.16%	1.47%

**Lake Travis ISD
2018 Bond Program Summary
November 30, 2022**

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	5,263,711.00	5,186,727.66	76,983.34
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	260,200,000.00	260,123,017.43	76,982.57

Appropriations	Original Budget	Amended Budget	Total Expended	Balance to Complete
10 Elementary School #7	31,511,000.00	34,596,166.00	34,596,165.46	0.54
20 Elementary School #8	3,979,000.00	7,280,747.00	5,729,108.41	1,551,638.59
30 Secondary School #2	13,802,000.00	6,807,041.00	6,160,807.43	646,233.57
40 Middle School #3	75,980,710.00	77,314,012.00	77,314,011.66	0.34
50 FCA Projects	36,610,132.00	58,409,772.00	55,319,664.79	3,090,107.21
60/70 Small Renovation Improvements	16,927,133.00	12,303,947.00	11,594,955.52	708,991.48
Construction/Renovation	178,809,975.00	196,711,685.00	190,714,713.27	5,996,971.73
81 Instructional Materials & Equipment	5,707,000.00	5,724,965.00	3,999,658.65	1,725,306.35
82 Technology	29,901,700.00	26,131,256.00	25,127,145.31	1,004,110.69
83 Copy Machines	750,000.00	750,000.00	534,178.15	215,821.85
84 Maintenance	600,000.00	1,060,000.00	746,555.80	313,444.20
85 Food & Nutrition Services	3,950,789.00	1,931,197.00	1,742,320.99	188,876.01
86 Transportation	13,300,000.00	10,983,059.00	8,487,069.91	2,495,989.09
87 District Furniture & Equipment	6,000,000.00	6,800,000.00	6,258,701.18	541,298.82
88 Police	0.00	400,000.00	370,437.23	29,562.77
90 Land	1,270,000.00	1,803,917.00	565,719.00	1,238,198.00
91 Bond Closing	2,000,000.00	1,918,024.00	1,918,023.77	0.23
94 Contingency	7,510,536.00	1,882,326.00	38,061.00	1,844,265.00
95 Program Administration	3,200,000.00	3,302,166.00	2,571,151.48	731,014.52
97 LTMS Wastewater Expansion	0.00	801,405.00	75,585.39	725,819.61
Other Programs	74,190,025.00	63,488,315.00	52,434,607.86	11,053,707.14
Total 2018 Bond Program	253,000,000.00	260,200,000.00	243,149,321.13	17,050,678.87

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
 QUARTERLY INVESTMENT SCHEDULE
 For the Quarter Ending 11/30/2022

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	46,609,073	(17,482,167)	29,126,906	46,609,073	(17,482,167)	29,126,906	276,186	276,186
Debt Service	6,609,390	889,395	7,498,785	6,609,390	889,395	7,498,785	47,579	47,579
Capital Projects 2018	5,441,013	(527,867)	4,913,146	5,441,013	(527,867)	4,913,146	27,332	27,332
Tax Clearing	(229,696)	229,696	0	(229,696)	229,696	0	1,691	1,691
Workers Comp Fund	190,908	1,014	191,922	190,908	1,014	191,922	1,014	1,014
TOTAL INVESTMENTS	58,620,688	(16,889,929)	41,730,760	58,620,688	(16,889,929)	41,730,760	353,802	353,802

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	3.54%	23,656,571	(10,619,216)	13,037,355	23,656,571	(10,619,216)	13,037,355	136,137	136,137
Debt Service	3.54%	6,204,834	888,108	7,092,942	6,204,834	888,108	7,092,942	46,292	46,292
Capital Projects 2018	3.54%	5,337,522	(528,710)	4,808,812	5,337,522	(528,710)	4,808,812	26,489	26,489
Tax Clearing	3.54%	(229,696)	229,696	0	(229,696)	229,696	0	1,691	1,691
Workers Comp Fund	3.54%	113,442	846	114,289	113,442	846	114,289	846	846
Total TexPool		35,082,673	(10,029,275)	25,053,398	35,082,673	(10,029,275)	25,053,398	211,456	211,456
TEXAS CLASS									
Local Maintenance	3.55%	15,391,818	125,360	15,517,177	15,391,818	125,360	15,517,177	128,360	128,360
Capital Projects 2018	3.55%	103,491	843	104,334	103,491	843	104,334	843	843
Total MBIA		15,495,309	126,203	15,621,511	15,495,309	126,203	15,621,511	129,203	129,203
Prosperity									
Local Maintenance	2.11%	7,560,685	(6,988,311)	572,374	7,560,685	(6,988,311)	572,374	11,689	11,689
Debt Service	2.02%	404,556	1,287	405,843	404,556	1,287	405,843	1,287	1,287
Workers Comp Fund	1.36%	77,466	167	77,633	77,466	167	77,633	167	167
Total Prosperity		8,042,706	(6,986,857)	1,055,850	8,042,706	(6,986,857)	1,055,850	13,143	13,143
Total Money Markets		58,620,688	(16,889,929)	41,730,760	58,620,688	(16,889,929)	41,730,760	353,802	353,802
TOTAL INVESTMENTS		58,620,688	(16,889,929)	41,730,760	58,620,688	(16,889,929)	41,730,760	353,802	353,802

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

12/8/22

11

Brad Goerke, Director of Finance

Date

12/8/2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2023 - 2024 Budget Calendar

RECOMMENDED ACTION

For Information only.

RATIONALE

To provide the Board with a timeline of events concerning the budget process for 2023 - 2024.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez - Assistant Superintendent of Business Services

Brad Goerke - Director of Finance

ATTACHMENTS

2023 - 2024 Budget Calendar

MEETING DATE

December 14, 2022

LAKE TRAVIS ISD 2023-24 BUDGET CALENDAR

12/5/2022

DECEMBER		
12/7/2022	ACDP	Review Budget Calendar with the Executive Leadership Team.
12/14/2022	B	Include Budget Calendar as an information item on board agenda.

JANUARY

1/9/2023	ACDP	Begin gathering feedback from campuses, departments and programs on personnel needs.
1/18/2023	B	Include Budget Projection as a Presentation/Discussion item on board agenda.
1/25/2023	ACDP	Review the Budget Projection. Disseminate and discuss enrollment projections and allocations with the Executive Leadership Team.

FEBRUARY

2/1/2023	CDP	Disseminate Budget Packets to campuses and departments.
2/2/2023	CDP	Review budget procedures and guidelines with administrative assistants.
2/15/2023	B	Present updated information, as needed, including enrollment projections, property values, potential financial constraints and options as a Presentation/Discussion item on board agenda.

MARCH

3/10/2023	CDP	All campus, department, and program budget books submitted to the Business Office.
3/20/2023	D	Budget Review Teams review departmental budgets.
3/20/2023	CP	Budget Review Teams review campus and instructional program budgets.
3/22/2023	B	Review budget procedures, guidelines and staffing with Board.

APRIL

4/5/2023	B	Board Workshop. Update budget.
4/10/2023	A	District Review Team review budgets and instructional staffing recommendations.
4/19/2023	B	Board Meeting. Update budget. Review and approve instructional staffing requirements.
4/25/2023	A	Receive updated property values from appraisal district.

MAY

5/1/2023	A	District Review Team review budgets and non-instructional staffing recommendations.
5/17/2023	B	Review budget with new Board Members, if applicable.
5/17/2023	B	Board Meeting. Update budget. Review and approve non-instructional staffing requirements.

JUNE

6/5/2023	A	District Review Team discuss employee salary and benefit adjustments.
6/7/2023	B	Board Workshop. Update budget.
6/21/2023	B	Board Meeting. Update budget. Review and approve employee salary and benefit adjustments, if applicable.

JULY

7/19/2023	B	Board Meeting (Budget Workshop to precede meeting if necessary).
7/25/2023	A	Certified appraisal value from Travis Central Appraisal District.

AUGUST

8/3/2023	A	Prepare Truth in Taxation Publication
8/16/2023	B	Board Meeting. Budget / Tax Rate Hearing. Adopt budget and tax rate.

A – Administration B - Board C - Campus D - Department P - Program



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Lake Travis Independent School District's Annual Financial Report for the Fiscal Year Ended August 31, 2022

RECOMMENDED ACTION

Approve the Annual Financial Report for the Fiscal Year Ended August 31, 2022.

RATIONALE

The District's external audit firm, Pattillo, Brown & Hill, LLP, has completed their annual audit of the school district for the 2021-2022 fiscal year. Paula Lowe, Audit Partner and Allyson Baker, Audit Manager, will be present to provide an overview of the audit report to the Board of Trustees.

BUDGET PROVISIONS

\$50,000-General Operating Fund

RESOURCE PERSONNEL

Pam Sanchez - Assistant Superintendent of Business Services

Brad Goerke - Director of Finance

ATTACHMENTS

Annual Financial Report for the Fiscal Year Ended August 31, 2022

MEETING DATE

December 14, 2022

To the Board of Trustees
Lake Travis Independent School District
Austin, Texas

We have audited the financial statements of Lake Travis Independent School District as of and for the year ended August 31, 2022 and have issued our report thereon dated December 14, 2022. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated May 31, 2022, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Lake Travis Independent School District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our finding regarding a significant deficiency for financial reporting that is required to be reported in accordance with *Government Auditing Standards*, noted during our audit in a separate letter to you dated December 14, 2022.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, and, as appropriate, our firm have complied with all relevant ethical requirements regarding independence.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque

As a part of the engagement we assisted in preparing the financial statements, schedule of expenditures of federal awards, and related notes to the financial statements of Lake Travis Independent School District in conformity with U.S. generally accepted accounting principles and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) based on information provided by management. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services were not conducted in accordance with *Government Auditing Standards*.

In order to reduce threats to our independence caused by these nonattest services to an acceptable level, we applied certain safeguards. These safeguards include a concurring review, which is a review of the financial statements and key audit areas which is performed by an individual who has adequate experience in audits of local governments, but who was not involved in this audit engagement. The concurring reviewer serves as an evaluator of the performance of the engagement team and the nonattest services provided.

In addition, management assumed responsibility for the financial statements, schedule of expenditures of federal awards, related notes to the financial statements and any other nonaudit services we provided. Management acknowledged in the management representation letter our assistance with the preparation of the financial statements, schedule of expenditures of federal awards, and related notes to the financial statements and that these items were reviewed and approved prior to their issuance and accepted responsibility for them. Further, the nonaudit services were overseen by an individual within management that has the suitable skill, knowledge, or experience; evaluated the adequacy and results of the services; and accepted responsibility for them.

Significant Risks Identified

We have identified the following significant risks during our audit process, which required special audit consideration:

Significant Risk Identified	Reasoning for Special Audit Consideration
1. Management override of controls	Inherent fraud risk
2. Debt issuances	Financial reporting requirements of new debt issuances are relatively complex.
3. Lease accounting	New accounting standard GASB 87, Leases, presents new financial reporting and note disclosures

Qualitative Aspects of the Entity’s Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Lake Travis Independent School District is included in the notes to the financial statements. As described in the notes to the financial statements, during the year, the District changed its method of accounting and disclosures for leases by adopting Governmental Accounting Standards (GASB) Statement No. 87, *Leases*. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management’s current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of the useful lives of capital assets is based on the expected lifespan of the asset in accordance with standard guidelines. We evaluated the key factors and assumptions used to develop the estimate of useful lives in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimate of the allowance for uncollectible property taxes is based on historical collections of outstanding property taxes as of fiscal year-end. We evaluated the key factors and assumptions used to develop the allowance for uncollectible property taxes in determining that it is reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimate of foundation revenue is based on the near final summary of finance produced by the Texas Education Agency and the underlying factors such as property tax collections and weighted average daily attendance. We evaluated the key factors and assumptions used to develop the estimates listed above in determining that they are reasonable in relation to the financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimate of the net pension and other postemployment benefit (OPEB) liabilities is based on actuarial assumptions which are determined by the demographics of the plan and future projections that the actuarial makes based on historical information of the plan and the investment market. We evaluated the key factors and assumptions used to develop the net pension and OPEB liabilities and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Lake Travis Independent School District's financial statements relate to the net pension and OPEB liabilities. The disclosures in the financial statements are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of the audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Lake Travis Independent School District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated December 14, 2022.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with Lake Travis Independent School District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Lake Travis Independent School District's auditors.

New Accounting Pronouncements

Significant new accounting standards issued by the Governmental Accounting Standards Board (GASB) not yet implemented by the entity include the following:

Statement No. 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements – The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. GASB 94 will become effective for reporting periods beginning after June 15, 2022, and the impact has not yet been determined.

Statement No. 96, Subscription-Based Information Technology Arrangements - This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended. This Statement will become effective for reporting periods beginning after June 15, 2022, and the impact has not yet been determined.

GASB Statement No. 100, Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62 - The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. This Statement will become effective for reporting periods beginning after June 15, 2023, and the impact has not yet been determined.

GASB Statement No. 101, Compensated Absences - The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement will become effective for reporting periods beginning after December 15, 2023, and the impact has not yet been determined.

Other Information Included in the Annual Report

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the District's Annual Financial Report, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have read the other information and considered whether a material inconsistency exists between the other information and the financial statements, or if the other information otherwise appears to be materially misstated.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements,

Restriction on Use

This report is intended solely for the information and use of the Board of Trustees and management of Lake Travis Independent School District and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
December 14, 2022

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

ANNUAL FINANCIAL REPORT

**FOR THE YEAR ENDED
AUGUST 31, 2022**

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED AUGUST 31, 2022

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CERTIFICATE OF BOARD

Lake Travis Independent School District
Name of School District

Travis
County

227913
Co. Dist. Number

We, the undersigned, certify that the attached annual financial reports of the above-named school district were reviewed and (check one) _____ approved _____ disapproved for the year ended August 31, 2022, at a meeting of the Board of Trustees of such school district on the 14th day of December, 2022.

Signature of Board Secretary

Signature of Board President

If the Board of Trustees disapproved of the auditor's report, the reason(s) for disapproving it is (are):
(attach list as necessary)

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Lake Travis Independent School District
Austin, Texas

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Lake Travis Independent School District, (the "District"), as of and for the year ended August 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the District, as of August 31, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter – Change in Accounting Principle

As described in the notes to the financial statements, in fiscal year 2022 the District adopted new accounting guidance, Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, to be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Lake Travis Independent School District's basic financial statements. The combining statements, required TEA schedules, except for Exhibit L-1, and the Schedule of Expenditures of Federal Awards, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements, required TEA schedules, except for Exhibit L-1, and the Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises Exhibit L-1 Required Responses to Selected School First Indicators but does not include the financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
December 14, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

In this section of the Annual Financial Report, we, the management of Lake Travis Independent School District (the "District"), discuss and analyze the District's financial performance for the fiscal year ended August 31, 2022. Please read it in conjunction with the District's financial statements which begin on page 11.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of the District exceeded its liabilities and deferred inflows at the close of the most recent period by \$123,278,204 (net position).
- As of the close of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$77,309,486. Approximately 59.6% of this total amount, \$46,101,114, represents unassigned fund balance in the General Fund, which is available for spending at the District's discretion or 31.5% of the total General Fund expenditures.
- At the end of the current fiscal year, fund balance for the Capital Projects Fund was \$19,792,196.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The government-wide financial statements include the Statement of Net Position and the Statement of Activities. These provide information about the activities of the District as a whole and present a longer-term view of the District's property and debt obligations and other financial matters. They reflect the flow of total economic resources in a manner similar to the financial reports of a business enterprise.

Fund financial statements report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds. For governmental activities, these statements tell how services were financed in the short term as well as what resources remain for future spending. They reflect the flow of current financial resources, and supply the basis for tax levies and the appropriations budget.

The Notes to Basic Financial Statements provide narrative explanations or additional data that are an integral part for full disclosure in the government-wide statements or the fund financial statements. The combining statements and budget comparisons included as supplementary information provide detail of all nonmajor governmental funds and budgetary comparisons for the Debt Service major governmental fund and the National School Lunch and Breakfast Program nonmajor governmental fund.

The Other Schedules section provides additional supporting schedules, including a Schedule of Delinquent Taxes Receivable, Exhibit J-4 Use of Funds Report for Select State Allotment Programs, and Exhibit L-1 Required Responses to School First Indicators.

The Required Supplementary Information includes the Schedule of the District's Proportionate Share of the Net Pension Liability, Schedule of District Contributions - Pensions, the Schedule of the District's Proportionate Share of the Net OPEB Liability, Schedule of District Contributions - OPEB, and the budgetary comparison schedule for the General Fund.

The Federal Awards Section contains data used by monitoring or regulatory agencies for assurance that the District is using funds supplied in compliance with the terms of grants.

Reporting the District as a Whole

The Statement of Net Position and the Statement of Activities

The analysis of the District's overall financial condition and operations of the District is primarily to show whether the District is better off or worse off as a result of the year's activities. The Statement of Net Position includes all the District's assets, deferred outflows, liabilities, and deferred inflows at the end of the year while the Statement of Activities includes all the revenues and expenses generated by the District's operations during the year. These apply the accrual basis of accounting which is the basis used by the private sector.

All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. The District's revenues are divided into those provided by outside parties who share the costs of some programs, such as fees paid to participate in community education programs and grants provided by the U.S. Department of Education to assist children with disabilities or from disadvantaged backgrounds (program revenues), and revenues provided by the taxpayers or through the Texas Education Agency. All the District's assets and deferred outflows are reported whether they serve the current year or future years. Liabilities and deferred inflows are considered regardless of whether they must be paid in the current or future years.

These two statements report the District's net position and changes in net position. The District's net position (the difference between assets, deferred outflows, liabilities, and deferred inflows) provides one measure of the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. To fully assess the overall health of the District, however, you should consider nonfinancial factors as well, such as changes in the District's enrollment or its property tax base and the condition of the District's facilities.

In the Statement of Net Position and the Statement of Activities, the District has two types of activities:

- Governmental activities - The District's basic services are reported here, including instruction, counseling, co-curricular activities, food services, transportation, maintenance, and general administration. Property taxes, tuition, fees, and state and federal grants finance most of these activities.
- Business-type activities - The District's community education function is reported here as the intention is to recover all or a significant portion of their costs through user fees and charges. In addition, the District's video display board operations are also reported here as the intention is to recover all costs of operating the video display board through advertising revenues.

Reporting the District's Most Significant Funds

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds - not the District as a whole. Laws and contracts require the District to establish some funds, such as grants received under the Every Student Succeeds Act from the U.S. Department of Education. The District's administration establishes many other funds to help it control and manage money for particular purposes, such as campus activities. The District uses the following funds for its accounting:

- Governmental funds - The District's basic services are reported in governmental funds. These use modified accrual accounting (a method that measures the receipt and disbursement of cash and all other financial assets that can be readily converted to cash) and report balances that are available for future spending. The governmental fund statements provide a detailed short-term view of the District's general operations and the basic services it provides. The differences between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds are described in reconciliations following each of the fund financial statements.

- Proprietary funds - The District reports the activities for which it charges users (whether outside customers or other units of the District) in proprietary funds using the same accounting methods employed in the Statement of Net Position and the Statement of Activities. In fact, the District's Enterprise Funds (one category of proprietary funds) are the business-type activities reported in the government-wide statements but containing more detail and additional information, such as cash flows.

The District as Trustee

Reporting the District's Fiduciary Responsibilities

The District is the trustee, or fiduciary, for money raised by student activities and alumni scholarship programs. All of the District's fiduciary activities are reported in separate Statements of Fiduciary Net Position and Changes in Fiduciary Net Position. The District reports these resources from the District's other financial statements because the District cannot use these assets to finance its operations. The District is only responsible for ensuring that the assets reported in these funds are used for their intended purposes.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The District has presented net position measurements as required by generally accepted accounting principles. Our analysis of comparative balances and changes therein for the current year's operations presents both current and prior year data and discusses significant changes in accounts. Our analysis focuses on the net position (Table I) and changes in net position (Table II) of the District's governmental activities.

Net position of the District's governmental activities increased from \$102,454,420 to \$121,022,955. Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements - was of \$1,099,534 at August 31, 2022. This increase in governmental net position was the result of the District's revenues exceeding expenses by \$18,568,535 as shown in Table II.

Net position of the District's business-type activities increased from \$2,039,696 to \$2,255,249. This increase is a result of the District's revenues exceeding expenses by \$215,553.

**TABLE I
NET POSITION**

	Governmental Activities		Business-type Activities		Totals	
	2022	2021	2022	2021	2022	2021
Current and other assets	\$ 94,028,913	\$ 114,702,182	\$ 1,840,029	\$ 1,836,048	\$ 95,868,942	\$ 116,538,230
Capital assets	<u>425,125,278</u>	<u>425,434,048</u>	<u>493,399</u>	<u>269,407</u>	<u>425,618,677</u>	<u>425,703,455</u>
Total assets	<u>519,154,191</u>	<u>540,136,230</u>	<u>2,333,428</u>	<u>2,105,455</u>	<u>521,487,619</u>	<u>542,241,685</u>
Deferred outflows - deferred loss	16,055,201	17,215,204	-	-	16,055,201	17,215,204
Deferred outflows related to pensions	8,291,658	9,445,943	-	-	8,291,658	9,445,943
Deferred outflows related to OPEB	<u>9,969,196</u>	<u>8,349,599</u>	<u>-</u>	<u>-</u>	<u>9,969,196</u>	<u>8,349,599</u>
Total deferred outflows of resources	<u>34,316,055</u>	<u>35,010,746</u>	<u>-</u>	<u>-</u>	<u>34,316,055</u>	<u>35,010,746</u>
Current liabilities	10,940,082	24,846,081	78,179	65,759	11,018,261	24,911,840
Long-term liabilities	<u>389,518,307</u>	<u>425,623,768</u>	<u>-</u>	<u>-</u>	<u>389,518,307</u>	<u>425,623,768</u>
Total liabilities	<u>400,458,389</u>	<u>450,469,849</u>	<u>78,179</u>	<u>65,759</u>	<u>400,536,568</u>	<u>450,535,608</u>
Deferred inflows related to leases	647,615	-	-	-	647,615	-
Deferred inflows related to pensions	13,150,772	3,913,444	-	-	13,150,772	3,913,444
Deferred inflows related to OPEB	<u>18,190,515</u>	<u>18,309,263</u>	<u>-</u>	<u>-</u>	<u>18,190,515</u>	<u>18,309,263</u>
Total deferred inflows of resources	<u>31,988,902</u>	<u>22,222,707</u>	<u>-</u>	<u>-</u>	<u>31,988,902</u>	<u>22,222,707</u>
Net position:						
Net investment in capital assets	110,791,071	94,625,678	493,399	269,407	111,284,470	94,895,085
Restricted	9,132,350	7,666,701	-	-	9,132,350	7,666,701
Unrestricted	<u>1,099,534</u>	<u>162,041</u>	<u>1,761,850</u>	<u>1,770,289</u>	<u>2,861,384</u>	<u>1,932,330</u>
Total net position	<u>\$ 121,022,955</u>	<u>\$ 102,454,420</u>	<u>\$ 2,255,249</u>	<u>\$ 2,039,696</u>	<u>\$ 123,278,204</u>	<u>\$ 104,494,116</u>

The cost of all governmental activities this year was \$184,428,316. However, as shown in the Statement of Activities, the amount that our taxpayers ultimately financed for these activities through District taxes was

\$180,487,129 because some of the costs were paid by those who directly benefited from the programs (\$7,254,120), by operating grants or contributions (\$8,694,752), or state foundation funding (\$5,669,745).

**TABLE II
CHANGES IN NET POSITION**

	Governmental Activities		Business-type Activities		Totals	
	2022	2021	2022	2021	2022	2021
REVENUES						
Program revenues:						
Charges for services	\$ 7,254,120	\$ 3,644,387	\$ 3,146,147	\$ 2,012,816	\$ 10,400,267	\$ 5,657,203
Operating grants and contributions	8,694,752	14,490,938	-	-	8,694,752	14,490,938
General revenues:						
Maintenance and operations taxes	132,510,949	129,022,331	-	-	132,510,949	129,022,331
Debt service taxes	47,976,180	45,932,751	-	-	47,976,180	45,932,751
Grants and contributions not restricted	5,669,745	5,180,782	-	-	5,669,745	5,180,782
Investment earnings	702,024	1,193,927	-	-	702,024	1,193,927
Miscellaneous	189,081	203,010	-	-	189,081	203,010
Total revenues	<u>202,996,851</u>	<u>199,668,126</u>	<u>3,146,147</u>	<u>2,012,816</u>	<u>206,142,998</u>	<u>201,680,942</u>
EXPENSES						
Governmental activities						
Instruction	69,669,146	66,474,041	-	-	69,669,146	66,474,041
Instructional resources and media services	955,482	1,103,041	-	-	955,482	1,103,041
Curriculum and instructional staff development	947,961	1,144,884	-	-	947,961	1,144,884
Instructional leadership	2,435,961	2,008,856	-	-	2,435,961	2,008,856
School leadership	4,795,390	5,308,542	-	-	4,795,390	5,308,542
Guidance, counseling and evaluation services	5,046,018	5,086,455	-	-	5,046,018	5,086,455
Social work services	338,349	160,150	-	-	338,349	160,150
Health services	855,658	1,058,990	-	-	855,658	1,058,990
Student (pupil) transportation	5,339,016	5,716,723	-	-	5,339,016	5,716,723
Food services	6,341,182	4,479,863	-	-	6,341,182	4,479,863
Co-curricular/extra curricular activities	4,727,152	3,484,340	-	-	4,727,152	3,484,340
General administration	4,589,806	3,935,231	-	-	4,589,806	3,935,231
Facilities maintenance and operations	15,001,719	21,507,160	-	-	15,001,719	21,507,160
Security and monitoring services	1,795,249	874,660	-	-	1,795,249	874,660
Data processing services	4,718,040	3,700,086	-	-	4,718,040	3,700,086
Community services	294,912	1,053,174	-	-	294,912	1,053,174
Debt service - interest on long-term debt	10,262,893	4,541,462	-	-	10,262,893	4,541,462
Debt service - bond issuance costs	13,851	1,151,229	-	-	13,851	1,151,229
Contracted instructional services between schools	45,491,491	45,815,978	-	-	45,491,491	45,815,978
Incremental costs related to recapture	294,076	262,808	-	-	294,076	262,808
Payments related to shared service arrangements	25,511	44,008	-	-	25,511	44,008
Other intergovernmental charges	489,453	444,089	-	-	489,453	444,089
Business-type activities						
Community education	-	-	2,624,512	2,301,343	2,624,512	2,301,343
Video display board	-	-	306,082	22,450	306,082	22,450
Total expenses	<u>184,428,316</u>	<u>179,355,770</u>	<u>2,930,594</u>	<u>2,323,793</u>	<u>187,358,910</u>	<u>181,679,563</u>
CHANGE IN NET POSITION	<u>18,568,535</u>	<u>20,312,356</u>	<u>215,553</u>	<u>(310,977)</u>	<u>18,784,088</u>	<u>20,001,379</u>
NET POSITION, BEGINNING	<u>102,454,420</u>	<u>82,142,064</u>	<u>2,039,696</u>	<u>2,350,673</u>	<u>104,494,116</u>	<u>84,492,737</u>
NET POSITION, ENDING	<u>\$ 121,022,955</u>	<u>\$ 102,454,420</u>	<u>\$ 2,255,249</u>	<u>\$ 2,039,696</u>	<u>\$ 123,278,204</u>	<u>\$ 104,494,116</u>

THE DISTRICT'S FUNDS

As the District completed the year, its governmental funds reported a combined fund balance of \$77,309,486, which is an decrease of \$20,419,773 over last year's total of \$97,729,259. Included in this year's total change in fund balance are a decrease of \$1,357,088 in the District's General Fund, an increase of \$526,393 in the District's Debt Service Fund, and a decrease of \$20,931,765 in the District's Capital Projects Fund.

Over the course of the year, the Board of Trustees revised the District's budget several times. These budget amendments fall into two categories. The first category includes amendments to appropriate additional funds earned. The second category involved amendments moving funds from programs that did not need all the resources originally appropriated to them to programs with resource needs.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of 2022, the District had \$425,618,677 invested in a broad range of capital assets, including facilities and equipment for instruction, transportation, athletics, administration, and maintenance. This amount represents a decrease of \$84,778 from last year. This decrease is primarily related to the depreciation of capital assets in the current year.

	District's Capital Assets (Net of Accumulated Depreciation)	
	2022	2021
Land	\$ 33,200,078	\$ 28,417,557
Construction in progress	16,026,423	150,894,912
Buildings and improvements	365,388,486	234,215,205
Furniture and equipment	4,074,096	5,006,340
Vehicles	6,929,594	7,169,441
Total capital assets, net	<u>\$ 425,618,677</u>	<u>\$ 425,703,455</u>

More detailed information about the District's capital assets is presented in the notes to the financial statements.

Long-term Liabilities

At year-end, the District had \$350,909,673 in bonds outstanding versus \$389,442,781 last year. The decrease in bonds outstanding is a result of making annual debt service payments. Additionally, during the year the District early redeemed bonds in the amount of \$25,090,000 for debt service savings. Other obligations of the District include accrued sick leave, the District's proportionate share of the net pension liability associated with the TRS pension plan, and the District's proportionate share of the net OPEB liability associated with the TRS-Care plan.

More detailed information about the District's long-term liabilities is presented in the notes to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District is located in what has been one of the fastest growing regions in the state and the country. The District has a diversified tax base with the principal tax payers (the top-ten tax payers) making up only 6.69% of the District's overall tax base. For the 2022 tax year, Galleria Texas, LLC was the District's largest taxpayer.

The principal taxpayers for the District, along with the percent of assessed value for the District, are listed below:

1. CSHV HCG Retail, LLC	1.44%
2. Madrone Cielo Apartments, LLC	0.79%
3. IVT Shops at Galleria	0.78%
4. BMEF Lakeway, LLC	0.61%
5. Regency Lake Travis	0.59%
6. Lakeway Realty, LLC	0.56%
7. Avanti Hills, LLC	0.52%
8. AMFP V Bee Cave LLC	0.49%
9. FHF I Oaks at Lakeway LLC	0.48%
10. WSH 71 TX Partners LLC	0.43%

The District set its operating tax rate at \$0.9026 and its debt service tax rate at \$0.3275 for the 2021-2022 school year, and the Board adopted an operating tax rate of \$0.8846 and debt service tax rate of \$0.3275 for the 2022-2023 school year.

Due to projected growth in students, the 2022-2023 budget includes the following:

- The August 2022 unemployment rate for Travis County is 2.9 percent while the state unemployment rate is 4.1 percent.
- The District's student attendance rate for the 2021-2022 school year declined to 92.2%, lower than the typical annual range of 95.5%, due to COVID-19 outbreaks during the school year.
- The District experienced an enrollment increase of 3.1 percent for the 2021-2022 school year; this is up from the previous year's decline due to the COVID-19 pandemic, and reflects an overall increase in growth of 15.5 percent over the past five years.

- The District’s taxable valuation has increased by 28.6 percent for the 2022-2023 school year. This is up significantly from an increase of 13.4 percent last year.
- The District has appropriated General Fund revenues and expenditures in the 2022-2023 budget of \$174 million and \$176.9 million, respectively. Significant changes to the budget include the cost to educate approximately 553 new students (\$3.4 million), the increase cost of recapture due to higher property tax values (\$22 million), the increase in operating costs due to supply chain issues and an 8.0 percent inflation rate (\$1.8 million), and the salary increase of 4.0 percent for Administrators and 7.0 percent for all other staff (\$4.4 million).
- In 2021, under the 87th Legislative session, Congress passed House Bill 1525 (HB 1525), referred to as the “Clean-Up Bill” to House Bill 3 (HB 3) which was passed in the 86th Legislative session. Under HB 1525, adjustments were made to the Fast Growth and Career and Technology Education Allotments, and it reinstated the Gifted & Talented Allotment effective for the 2021-2022 and 2022-2023 school years. The overall impact to the District is an increase in funding of \$550,000.

On the Interest and Sinking (I & S) Fund, increased property values throughout the District will allow the District to redeem an additional \$34.64 million of its Series 2012 and 2018A Current Bond Obligations. By paying down the District’s debt requirement prior to their scheduled maturity dates, the District estimates an overall debt savings of approximately \$22.3 million.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District’s finances as well as demonstrate accountability for funds the District receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Assistant Superintendent of Business and Operations, Lake Travis Independent School District, 3322 Ranch Road 620 South, Austin, Texas 78738.

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BASIC FINANCIAL STATEMENTS

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STATEMENT OF NET POSITION

AUGUST 31, 2022

Data Control Codes		1 Governmental Activities	2 Business-type Activities	Total
ASSETS				
1110	Cash and cash equivalents	\$ 27,429,031	\$ 1,854,046	\$ 29,283,077
1120	Investments current	58,620,689	-	58,620,689
1220	Property taxes receivables	3,841,496	-	3,841,496
1230	Allowance for uncollectible taxes	(1,148,163)	-	(1,148,163)
1240	Due from other governments	4,145,041	-	4,145,041
1250	Accrued interest	8,010	-	8,010
1260	Internal balances	14,017	(14,017)	-
1290	Other receivables	650,585	-	650,585
1300	Inventories	468,207	-	468,207
	Capital assets:			
1510	Land	33,200,078	-	33,200,078
1520	Buildings and improvements, net	364,895,087	493,399	365,388,486
1530	Furniture and equipment, net	4,074,096	-	4,074,096
1540	Vehicles, net	6,929,594	-	6,929,594
1580	Construction in progress	16,026,423	-	16,026,423
1000	Total assets	<u>519,154,191</u>	<u>2,333,428</u>	<u>521,487,619</u>
DEFERRED OUTFLOWS OF RESOURCES				
1701	Deferred loss on bond refunding	16,055,201	-	16,055,201
1705	Related to TRS pension	8,291,658	-	8,291,658
1706	Related to TRS other post-employment benefits	9,969,196	-	9,969,196
1700	Total deferred outflows of resources	<u>34,316,055</u>	<u>-</u>	<u>34,316,055</u>
LIABILITIES				
2110	Accounts payable	1,953,408	-	1,953,408
2140	Interest payable	570,590	-	570,590
2150	Payroll deductions and withholdings	844,823	-	844,823
2160	Accrued wages payable	6,099,262	78,179	6,177,441
2180	Due to other governments	1,257	-	1,257
2200	Accrued expenses	1,039,047	-	1,039,047
2300	Unearned revenue	431,695	-	431,695
	Noncurrent liabilities:			
	Due within one year:			
2501	Long-term debt	9,252,731	-	9,252,731
	Due in more than one year:			
2502	Long-term debt	342,520,595	-	342,520,595
2540	Net TRS pension liability	11,592,330	-	11,592,330
2545	Net TRS other post-employment benefits liability	26,152,651	-	26,152,651
2000	Total liabilities	<u>400,458,389</u>	<u>78,179</u>	<u>400,536,568</u>
DEFERRED INFLOWS OF RESOURCES				
2602	Related to leases	647,615	-	647,615
2605	Related to TRS pension	13,150,772	-	13,150,772
2606	Related to TRS other post-employment benefits	18,190,515	-	18,190,515
2600	Total deferred inflows of resources	<u>31,988,902</u>	<u>-</u>	<u>31,988,902</u>
NET POSITION				
3200	Net investment in capital assets	110,791,071	493,399	111,284,470
	Restricted for:			
3820	Federal and state programs	1,406,886	-	1,406,886
3850	Debt service	7,725,464	-	7,725,464
3900	Unrestricted	1,099,534	1,761,850	2,861,384
3000	Total net position	<u>\$ 121,022,955</u>	<u>\$ 2,255,249</u>	<u>\$ 123,278,204</u>

The accompanying notes are an integral part of this financial statement.

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes	Functions/Programs	1 Expenses	Program Revenues 3 Charges for Services
	Primary government:		
	Governmental activities:		
11	Instruction	\$ 69,669,146	\$ 166,170
12	Instructional resources and media services	955,482	-
13	Curriculum and staff development	947,961	-
21	Instructional leadership	2,435,961	-
23	School leadership	4,795,390	-
31	Guidance, counseling, and evaluation services	5,046,018	183,180
32	Social work services	338,349	-
33	Health services	855,658	-
34	Student transportation	5,339,016	-
35	Food service	6,341,182	4,433,865
36	Extracurricular activities	4,727,152	2,044,790
41	General administration	4,589,806	-
51	Facilities maintenance and operations	15,001,719	426,115
52	Security and monitoring services	1,795,249	-
53	Data processing services	4,718,040	-
61	Community services	294,912	-
72	Interest on long-term debt	10,262,893	-
73	Bond issuance costs and fees	13,851	-
91	Contracted instructional services between schools	45,491,491	-
92	Incremental costs related to recapture	294,076	-
93	Payments to fiscal agent/member districts of SSA	25,511	-
99	Other intergovernmental charges	489,453	-
	[TG] Total governmental activities	<u>184,428,316</u>	<u>7,254,120</u>
	Business-type activities:		
	Community education	2,624,512	3,032,725
	Video display board	306,082	113,422
	[TB] Total business-type activities	<u>2,930,594</u>	<u>3,146,147</u>
	[TP] Total primary government	<u>\$ 187,358,910</u>	<u>\$ 10,400,267</u>
	General revenues:		
	Taxes:		
MT	Property taxes, levied for general purposes		
DT	Property taxes, levied for debt service		
GC	Grants and contributions not restricted to specific programs		
IE	Investment earnings		
MI	Miscellaneous		
TR	Total general revenues		
CN	Change in net position		
NB	Net position, beginning		
NE	Net position, ending		

The accompanying notes are an integral part of this financial statement.

Program Revenues 4	Net (Expenses) Revenue and Changes in in Net Position		
	6		
	Primary Government		
Operating Grants and Contributions	Governmental Activities	Business-type Activities	Total
\$ 4,050,966	\$(65,452,010)	\$ -	\$(65,452,010)
4,545	(950,937)	-	(950,937)
96,274	(851,687)	-	(851,687)
34,466	(2,401,495)	-	(2,401,495)
31,661	(4,763,729)	-	(4,763,729)
319,568	(4,543,270)	-	(4,543,270)
198,684	(139,665)	-	(139,665)
92,956	(762,702)	-	(762,702)
31,920	(5,307,096)	-	(5,307,096)
2,341,663	434,346	-	434,346
634,949	(2,047,413)	-	(2,047,413)
13,795	(4,576,011)	-	(4,576,011)
604,668	(13,970,936)	-	(13,970,936)
52,278	(1,742,971)	-	(1,742,971)
3,004	(4,715,036)	-	(4,715,036)
(21,674)	(316,586)	-	(316,586)
205,029	(10,057,864)	-	(10,057,864)
-	(13,851)	-	(13,851)
-	(45,491,491)	-	(45,491,491)
-	(294,076)	-	(294,076)
-	(25,511)	-	(25,511)
-	(489,453)	-	(489,453)
<u>8,694,752</u>	<u>(168,479,444)</u>	<u>-</u>	<u>(168,479,444)</u>
-	-	408,213	408,213
-	-	(192,660)	(192,660)
-	-	<u>215,553</u>	<u>215,553</u>
<u>\$ 8,694,752</u>	<u>\$(168,479,444)</u>	<u>\$ 215,553</u>	<u>\$(168,263,891)</u>
	132,510,949	-	132,510,949
	47,976,180	-	47,976,180
	5,669,745	-	5,669,745
	702,024	-	702,024
	<u>189,081</u>	<u>-</u>	<u>189,081</u>
	<u>187,047,979</u>	<u>-</u>	<u>187,047,979</u>
	<u>18,568,535</u>	<u>215,553</u>	<u>18,784,088</u>
	<u>102,454,420</u>	<u>2,039,696</u>	<u>104,494,116</u>
	<u>\$ 121,022,955</u>	<u>\$ 2,255,249</u>	<u>\$ 123,278,204</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

BALANCE SHEET
GOVERNMENTAL FUNDS

AUGUST 31, 2022

Data Control Codes		10 <u>General Fund</u>	50 <u>Debt Service Fund</u>
ASSETS			
1110	Cash and cash equivalents	\$ 3,213,818	\$ 1,014,641
1120	Investments current	46,440,617	6,548,151
1220	Property taxes - delinquent	2,828,545	1,012,951
1230	Allowance for uncollectible taxes (credit)	(868,808)	(279,355)
1240	Due from other governments	848,990	-
1250	Accrued interest	6,872	-
1260	Due from other funds	3,984,416	-
1290	Other receivables	647,615	-
1300	Inventories	<u>43,636</u>	-
1000	Total assets	<u>57,145,701</u>	<u>8,296,388</u>
LIABILITIES			
2110	Accounts payable	114,812	-
2150	Payroll deductions & withholdings	844,823	-
2160	Accrued wages payable	5,762,924	-
2170	Due to other funds	1,319,830	-
2180	Due to other governments	923	334
2200	Accrued expenditures	-	-
2300	Unearned revenues	<u>2,062</u>	-
2000	Total liabilities	<u>8,045,374</u>	<u>334</u>
DEFERRED INFLOWS OF RESOURCES			
2601	Unavailable revenue - property taxes	2,307,962	743,853
2602	Related to leases	<u>647,615</u>	-
2600	Total deferred inflows of resources	<u>2,955,577</u>	<u>743,853</u>
FUND BALANCES			
Nonspendable:			
3410	Inventories	43,636	-
Restricted:			
3450	Federal or state grant restrictions	-	-
3470	Construction	-	-
3480	Retirement of long-term debt	-	7,552,201
Committed:			
3545	Other	-	-
3600	Unassigned	<u>46,101,114</u>	-
3000	Total fund balances	<u>46,144,750</u>	<u>7,552,201</u>
4000	Total liabilities, deferred inflows and fund balances	<u>\$ 57,145,701</u>	<u>\$ 8,296,388</u>

60		
Capital Projects	Other Funds	Total Governmental Funds
\$ 15,915,809	\$ 3,949,108	\$ 24,093,376
5,441,013	-	58,429,781
-	-	3,841,496
-	-	(1,148,163)
-	3,296,051	4,145,041
-	1,138	8,010
878,815	241,252	5,104,483
-	2,970	650,585
-	424,571	468,207
<u>22,235,637</u>	<u>7,915,090</u>	<u>95,592,816</u>
1,732,453	106,143	1,953,408
-	-	844,823
34,333	302,005	6,099,262
336,480	3,256,970	4,913,280
-	-	1,257
340,175	-	340,175
-	429,633	431,695
<u>2,443,441</u>	<u>4,094,751</u>	<u>14,583,900</u>
-	-	3,051,815
-	-	647,615
-	-	<u>3,699,430</u>
-	-	43,636
-	1,406,886	1,406,886
19,792,196	-	19,792,196
-	-	7,552,201
-	2,413,453	2,413,453
-	-	46,101,114
<u>19,792,196</u>	<u>3,820,339</u>	<u>77,309,486</u>
<u>\$ 22,235,637</u>	<u>\$ 7,915,090</u>	<u>\$ 95,592,816</u>

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LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT C-2

RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION

AUGUST 31, 2022

Total fund balances - governmental funds	\$	77,309,486
1 Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		425,125,278
2 Uncollected property taxes are reported as unavailable resources in the governmental funds balance sheet, but are recognized as a revenue in the statement of activities.		3,051,815
3 Long-term liabilities, including bonds and compensated absences, are not due and payable in the current period and therefore are not reported in the funds. Also, the losses on refunding of bonds and the premium on issuance of bonds payable are not reported on the balance sheet in the funds.	(335,718,125)
4 Interest payable is not due and payable in the current period and, therefore, is not reported as a liability in the governmental funds.	(570,590)
5 Included in the items related to debt is the recognition of the District's proportionate share of the net pension liability required by GASB 68. The net position related to pensions included a deferred resource outflow in the amount of \$8,291,658, a deferred resource inflow in the amount of \$13,150,772, and a net pension liability in the amount of \$11,592,330.	(16,451,444)
6 Included in the items related to debt is the recognition of the District's proportionate share of the net other post-employment benefit (OPEB) liability required by GASB 75. The net position related to the OPEB included a deferred resource outflow in the amount of \$9,969,196, a deferred resource inflow in the amount of \$18,190,515, and a net OPEB liability in the amount of \$26,152,651.	(34,373,970)
7 Internal Service Funds are used by management to charge the costs of certain activities, such as workers' compensation, health insurance and DSA/HSA to individual funds. The net revenue (expense) of the Internal Service Funds is reported with governmental activities.		<u>2,650,505</u>
19 Net position of governmental activities	\$	<u>121,022,955</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		10 General Fund	50 Debt Service Fund
REVENUES			
5700	Local and intermediate sources	\$ 133,742,851	\$ 47,998,225
5800	State program	10,856,765	205,029
5900	Federal program	<u>555,394</u>	<u>-</u>
5020	Total revenues	<u>145,155,010</u>	<u>48,203,254</u>
EXPENDITURES			
Current:			
0011	Instruction	59,756,176	-
0012	Instructional resources and media services	980,025	-
0013	Curriculum and instructional staff development	890,296	-
0021	Instructional leadership	2,246,619	-
0023	School leadership	4,882,003	-
0031	Guidance, counseling and evaluation services	4,882,443	-
0032	Social work services	144,997	-
0033	Health services	897,191	-
0034	Student (pupil) transportation	4,237,167	-
0035	Food services	90,000	-
0036	Extracurricular activities	2,541,177	-
0041	General administration	3,801,000	-
0051	Facilities maintenance and operations	10,929,741	-
0052	Security and monitoring services	845,785	-
0053	Data processing services	2,635,347	-
0061	Community services	421,600	-
Debt service:			
0071	Principal on long term debt	-	33,930,000
0072	Interest on long term debt	-	13,733,010
0072	Bond issuance costs and fees	-	13,851
Capital outlay:			
0081	Facilities acquisition and construction	30,000	-
Intergovernmental:			
0091	Contracted instructional services between schools	45,491,491	-
0092	Incremental costs related to recapture	294,076	-
0093	Payments to fiscal agent/member districts of SSA	25,511	-
0099	Other intergovernmental charges	<u>489,453</u>	<u>-</u>
6030	Total expenditures	<u>146,512,098</u>	<u>47,676,861</u>
1200	Net change in fund balances	<u>(1,357,088)</u>	<u>526,393</u>
0100	Fund balance - beginning	<u>47,501,838</u>	<u>7,025,808</u>
3000	Fund balance - ending	<u>\$ 46,144,750</u>	<u>\$ 7,552,201</u>

60

Capital Projects	Other Funds	Total Governmental Funds
\$ 138,248	\$ 7,719,240	\$ 189,598,564
-	289,556	11,351,350
-	7,187,699	7,743,093
<u>138,248</u>	<u>15,196,495</u>	<u>208,693,007</u>
-	4,973,831	64,730,007
-	13,422	993,447
-	112,256	1,002,552
-	49,831	2,296,450
-	75,365	4,957,368
-	429,483	5,311,926
-	198,684	343,681
-	13,286	910,477
-	70,331	4,307,498
-	5,953,015	6,043,015
-	1,141,956	3,683,133
-	44,524	3,845,524
-	640,824	11,570,565
-	54,669	900,454
-	21,954	2,657,301
-	60,377	481,977
-	-	33,930,000
-	-	13,733,010
-	-	13,851
21,070,013	-	21,100,013
-	-	45,491,491
-	-	294,076
-	-	25,511
-	-	489,453
<u>21,070,013</u>	<u>13,853,808</u>	<u>229,112,780</u>
(20,931,765)	1,342,687	(20,419,773)
<u>40,723,961</u>	<u>2,477,652</u>	<u>97,729,259</u>
\$ <u>19,792,196</u>	\$ <u>3,820,339</u>	\$ <u>77,309,486</u>

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED AUGUST 31, 2022

Net change in fund balances - total governmental funds \$(20,419,773)

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period. (308,770)

Property tax revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. 409,676

The issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Principal payment on bonds 33,930,000

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Amortization of premium on bonds 4,635,931
Amortization of deferred loss on refunding of bonds (1,160,003)
Accreted interest (32,823)
Accrued interest on long-term debt 27,012
Compensated absences (298,140)

GASB 68 required that certain plan expenditures be de-expended and recorded as deferred resource outflows. These contributions made after the measurement date of the plan caused the change in ending net position to increase by \$2,261,346. Contributions made before the measurement date and during the previous fiscal year were expended and recorded as a reduction in net pension liability. This caused a decrease in net position totaling \$1,941,058. Finally, the proportionate share of pension expense on the plans as a whole had to be recorded. The net pension expense increased the change in net position by \$547,343. 867,631

GASB 75 required that certain plan expenditures be de-expended and recorded as deferred resource outflows. These contributions made after the measurement date of the plan caused the change in ending net position to increase by \$574,521. Contributions made before the measurement date and during the previous fiscal year were expended and recorded as a reduction in net OPEB liability. This caused a decrease in net position totaling \$529,377. Finally, the proportionate share of OPEB expense on the plans as a whole had to be recorded. The net OPEB expense increased the change in net position by \$544,450. 589,594

Internal Service Funds are used by management to charge the costs of certain activities, such as workers' compensation, self-funded health insurance, and DSA/HSA to individual funds. The net revenue (expense) of the Internal Service Funds is reported with governmental activities. 328,200

Change in net position of governmental activities \$ 18,568,535

STATEMENT OF NET POSITION
PROPRIETARY FUNDS

AUGUST 31, 2022

	<u>Business-type Activities Nonmajor Enterprise Funds</u>	<u>Governmental Activities Internal Service Funds</u>
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 1,854,046	\$ 3,335,655
Investments current	-	190,908
Due from other funds	-	199,763
Total current assets	<u>1,854,046</u>	<u>3,726,326</u>
Noncurrent assets:		
Capital assets		
Buildings and improvements	<u>493,399</u>	<u>-</u>
Total noncurrent assets	<u>493,399</u>	<u>-</u>
Total assets	<u>2,347,445</u>	<u>3,726,326</u>
LIABILITIES		
Current liabilities:		
Accrued wages payable	78,179	-
Due to other funds	14,017	376,949
Accrued expenses	-	698,872
Total current liabilities	<u>92,196</u>	<u>1,075,821</u>
Total liabilities	<u>92,196</u>	<u>1,075,821</u>
NET POSITION		
Investment in capital assets	493,399	-
Unrestricted	<u>1,761,850</u>	<u>2,650,505</u>
Total net position	<u>\$ 2,255,249</u>	<u>\$ 2,650,505</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT D-2

STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
PROPRIETARY FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	Business-type Activities <u>Enterprise Funds</u>	Governmental Activities <u>Internal Service Funds</u>
OPERATING REVENUES		
Local and intermediate sources	\$ 3,146,147	\$ 12,699,178
Total operating revenues	<u>3,146,147</u>	<u>12,699,178</u>
OPERATING EXPENSES		
Payroll costs	1,972,717	-
Professional and contracted services	374,011	266,154
Supplies and materials	132,997	-
Claims	-	12,018,723
Other operating costs	181,462	91,645
Depreciation	-	-
Total operating expenses	<u>2,661,187</u>	<u>12,376,522</u>
Operating income	<u>484,960</u>	<u>322,656</u>
NON-OPERATING REVENUES (EXPENSES)		
Loss on disposal of capital assets	(269,407)	-
Investment and interest income	-	5,544
Total non-operating revenues (expenses)	<u>(269,407)</u>	<u>5,544</u>
Change in net position	<u>215,553</u>	<u>328,200</u>
Net position, beginning	<u>2,039,696</u>	<u>2,322,305</u>
Net position, ending	\$ <u>2,255,249</u>	\$ <u>2,650,505</u>

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	Business-type Activities Enterprise Funds	Governmental Activities Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts for charges for services	\$ 3,146,147	\$ -
Receipts from contributors	-	12,699,178
Payments to employees	(1,956,580)	-
Payments to suppliers	(678,170)	(357,799)
Claims paid	-	(10,864,587)
Net cash provided by operating activities	<u>511,397</u>	<u>1,476,792</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Cash received from other funds	-	376,949
Net cash provided by noncapital financing activities	<u>-</u>	<u>376,949</u>
CASH FLOWS FROM CAPITAL RELATED FINANCING ACTIVITIES		
Acquisition and construction of capital assets	(493,399)	-
Net cash used in capital related financing activities	<u>(493,399)</u>	<u>-</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	-	(190,908)
Interest received	-	5,544
Net cash used in investing activities	<u>-</u>	<u>(185,364)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	<u>17,998</u>	<u>1,668,377</u>
CASH AND CASH EQUIVALENTS, BEGINNING	<u>1,836,048</u>	<u>1,667,278</u>
CASH AND CASH EQUIVALENTS, ENDING	<u>1,854,046</u>	<u>3,335,655</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Operating income	484,960	322,656
Adjustments to reconcile operating income to net cash provided by operating activities:		
Decrease (increase) in due from other funds	-	1,529,034
Increase (decrease) in due to other funds	14,017	-
Increase (decrease) in accounts payable	(3,717)	-
Increase (decrease) in accrued wages payable	16,137	-
Increase (decrease) in accrued expenses	-	(374,898)
Net cash provided by operating activities	<u>\$ 511,397</u>	<u>\$ 1,476,792</u>

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND

AUGUST 31, 2022

	<u>Custodial Fund</u>
ASSETS	
Cash and cash equivalents	\$ <u>237,185</u>
Total assets	<u>237,185</u>
LIABILITIES	<u>-</u>
NET POSITION	
Restricted for:	
Student groups	<u>237,185</u>
Total net position	<u>\$ 237,185</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT E-2

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND

FOR THE YEAR ENDED AUGUST 31, 2022

	<u>Custodial Fund</u>
ADDITIONS	
Tuition and fees	\$ <u>226,292</u>
Total additions	<u>226,292</u>
DEDUCTIONS	
Supplies and materials	<u>201,659</u>
Total deductions	<u>201,659</u>
Net increase in fiduciary net position	<u>24,633</u>
Net position, beginning	-
Prior period adjustment	<u>212,552</u>
Net position, ending	\$ <u><u>237,185</u></u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

AUGUST 31, 2022

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Lake Travis Independent School District (the "District") is a public educational agency operating under the applicable laws and regulations of the State of Texas. It is governed by a seven-member Board of Trustees (the "Board") elected by registered voters of the District. The District prepares its financial statements in conformity with generally accepted accounting principles promulgated by the Governmental Accounting Standards Board and it complies with the requirements of the Texas Education Agency's Financial Accountability System Resource Guide (the "Resource Guide") and the requirements of contracts and grants of agencies from which it receives funds.

The Board of Trustees (the "Board") is elected by the public and it has the authority to make decisions, appoint administrators and managers, and significantly influence operations. It also has the primary accountability for fiscal matters. Therefore, the District is a financial reporting entity as defined by the Governmental Accounting Standards Board ("GASB"). There are no component units included within the reporting entity.

B. Government-Wide and Fund Financial Statements

The Statement of Net Position and the Statement of Activities are government-wide financial statements. They report information on all of the Lake Travis Independent School District non-fiduciary activities with most of the interfund activities removed. *Governmental activities* include programs supported primarily by taxes, State foundation funds, grants and other intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenue are reported instead as general revenue.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All other revenues and expenses are non-operating.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Presentation

The government-wide financial statements use the economic resources measurement focus and the accrual basis of accounting, as do the proprietary fund and fiduciary fund financial statements. This basis of accounting recognizes revenues in the accounting period in which they are earned and become measurable and expenses in the accounting period in which they are incurred and become measurable. With this measurement focus, all assets, deferred outflows (inflows), and all liabilities associated with the operation of these funds are included on the Statement of Net Position. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements use the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities, deferred inflows/outflows of resources and fund balances are included on the balance sheet. Operating statements of these funds present net increases and decreases in current assets (i.e., revenues and other financing sources and expenditures and other financing uses).

The modified accrual basis of accounting recognizes revenues in the accounting period in which they become both measurable and available, and it recognizes expenditures in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest and principal on long-term debt, which is recognized when due. The expenditures related to certain compensated absences and claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources. The District considers all revenues available if they are collectible within 60 days after year end.

Revenues from local sources consist primarily of property taxes. Property tax revenues and revenues received from the State are recognized under the susceptible to accrual concept. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are both measurable and available.

Grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant. Accordingly, when such funds are received, they are recorded as deferred revenues until related and authorized expenditures have been made. If balances have not been expended by the end of the project period, grantors sometimes require the District to refund all or part of the unused amount.

The District reports the following major governmental funds:

General Fund: This is the District's primary operating fund. It accounts for all financial resources of the District except those required to be accounted for in another fund. It is a budgeted fund, and any unassigned fund balance is considered resources available for current operations.

Debt Service Fund: The District accounts for resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds in a debt service fund.

Capital Projects Fund: The District accounts for proceeds from the sale of bonds and other revenues to be used for authorized construction and other capital asset acquisitions.

In addition, the District reports the following fund types:

Governmental Funds:

Special Revenue Funds: The District accounts for resources restricted to, or designated for, specific purposes by the District or a grantor in a special revenue fund. Most Federal and some State financial assistance is accounted for in Special Revenue Funds, and sometimes unused balances must be returned to the grantor at the close of specified project periods.

Proprietary Funds:

Enterprise Funds: Used to account for the operations of the District's community education programs and the operations of advertising revenues generated from the District's video display board.

Internal Service Funds: Revenues and expenses related to services provided to organizations inside the District on a cost reimbursement basis are accounted for in an internal service fund. The District's Internal Service Funds are the self-funded workers' compensation Fund, self-funded health insurance fund, and employee health savings account fund.

Fiduciary Fund:

Custodial Fund: The District accounts for resources held for others in a custodial capacity. The District's Custodial Fund is student activities.

During the course of operations, the District has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in the governmental activities are eliminated.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, Net Position/Fund Balance, Revenues and Expenditures/Expenses

1. Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments for the District are reported at fair value, except for the position in investment pools. The District's investments in Pools are reported at the net asset value per share (which approximates fair value) even though it is calculated using the amortized cost method.

2. Inventory

Inventories in the General Fund consist of expendable supplies held for consumption. Inventories are charged to expenditures when consumed. Supply and furniture and equipment inventory are recorded at cost (FIFO method) and are offset by a fund balance reserves which indicate that they do not represent "available expendable resources." Inventories in the Food and Nutrition Services Fund consist of commodities, purchased food and supplies. Purchased food and supplies are recorded at cost (FIFO method) and charged to expense when consumed. The commodity portion of inventory is valued at estimated market values supplied by the Texas Department of Human Services.

3. Property Taxes

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 31 of each year, a tax lien attaches to property to secure the payment of all taxes, penalties, and interest ultimately imposed. Property tax revenues are considered available (1) when they become due or past due and receivable within the current period and (2) when they are expected to be collected during a 60-day period after the close of the school fiscal year.

Delinquent taxes are prorated between maintenance and debt service based on rates adopted for the year of the levy. Allowances for uncollectible tax receivables within the General and Debt Service Funds are based on historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

4. Leases

The District has entered into various lease agreements as a lessor. Key estimates and judgments related to leases include how the District determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The District uses the interest rate charged by the lessor as the discount rate, if available. When the interest rate charged by the lessor is not provided, the District generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the District is reasonably certain to exercise.

The District monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability or lease asset.

Lessor. The District is a lessor in arrangements allowing a lessee the right to use its property. In both the government-wide financial statements and the governmental fund financial statements, the District initially measures the lease receivable and a deferred inflow of resources for the present value of payments expected to be made during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments made. The deferred inflow of resources is recognized as revenue on a systematic basis over the life of the lease.

5. Capital Assets

Capital assets, which include land, buildings, furniture and equipment, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential at the acquisition date.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Land and construction in progress are not depreciated. Buildings, furniture and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

Asset Class	Estimated Useful Life
Buildings and improvements	15-40
Furniture and equipment	3-20
Vehicles	7-10

6. Long-Term Liabilities

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognized bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

7. Compensated Absences

The State of Texas (the "State") has created a minimum sick leave program consisting of five days of sick leave per year with no limit on accumulation and transferability among districts for every person regularly employed in Texas public schools. Each district's local Board is required to establish a sick leave plan. Local school districts may provide additional sick leave beyond the state minimum.

8. Deferred Outflows and Inflows of Resources

A deferred outflow of resources is a consumption of a government's net assets (a decrease in assets in excess of any related decrease in liabilities or an increase in liabilities in excess of any related increase in assets) by the government that is applicable to a future reporting period. The District had the following deferred outflows of resources:

- Deferred outflows of resources for pension – Reported in the government-wide financial statement of net position, this deferred outflow results from pension plan contributions made after the measurement date of the net pension liability, the results of differences between expected and actual experience, changes in actuarial assumptions and changes in proportion and difference between the employer's contributions and the proportionate share of contributions. The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the next fiscal year.
- Deferred outflows of resources for OPEB – Reported in the government-wide financial statement of net position, this deferred outflow results from OPEB plan contributions made after the measurement date of the net pension liability, the differences between projected and actual investment earnings, and changes in proportion and difference between the employer's contributions and the proportionate share of contributions. The deferred outflows related to OPEB resulting to District contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the next fiscal year.
- Deferred outflows of resources for refunding – Reported in the government-wide statement of net position, this deferred charge on refunding results from the difference in the carrying value of the refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

A deferred inflow of resources is an acquisition of a government's net assets (an increase in assets in excess of any related increase in liabilities or a decrease in liabilities in excess of any related decrease in assets) by the government that is applicable to a future reporting period. The District had two items that qualify for reporting in this category:

- Deferred inflow of resources for unavailable revenues – Reported only in the governmental funds balance sheet, for unavailable revenues from property taxes arise under the modified accrual basis of accounting. These amounts are deferred and recognized as an inflow of revenues in the period that the amounts become available. During the current year, the District recorded deferred inflow of resources as unavailable revenues – property taxes with the General Fund and Debt Service Fund respectively.
- Deferred inflow of resources for pensions – Reported in the government-wide financial statement of net position, these deferred inflows result from differences between expected and actual economic experience, changes in actuarial assumptions, differences between projected and actual investment earnings, as well as changes in proportion and difference between the employer's contributions and the proportionate share of contributions.
- Deferred inflow of resources for OPEB – Reported in the government-wide financial statement of net position, these deferred inflows result from differences between expected and actual economic experience and changes in actuarial assumptions.
- Deferred inflow of resources for leases – Reported in the government-wide and fund financial statements the District recognizes deferred inflows related to leases for its lessor transactions. These amounts offset the receivable related to the lease and will be recognized systematically in future years over the life of the lease.

9. Defined Benefit Pension Plan

The fiduciary net position of the Teacher Retirement System of Texas (TRS) has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. This includes for purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, and information about assets, liabilities and additions to/deductions from TRS's fiduciary net position. Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

10. Other Post-Employment Benefit Plans

The fiduciary net position of the Teacher Retirement System of Texas (TRS) TRS Care Plan has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. This includes for purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to other post-employment benefits, OPEB expense, and information about assets, liabilities and additions to/deductions from TRS Care's fiduciary net position. Benefit payments are recognized when due and payable in accordance with the benefit terms. There are no investments as this is a pay-as-you-go plan and all cash is held in a cash account.

11. Net Position

In the government-wide financial statements, net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources. Net position invested in capital assets, net of any related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets, and adding back any unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws and regulations of other governments.

12. Net Position Flow Assumption

Sometimes the District will fund outlays for a particular purpose from both restricted (e.g., restricted bond and grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered applied. It is the District's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

13. Fund Balances - Governmental Funds

Non-spendable Fund Balance - amounts that are not in spendable form, such as fund balances associated with inventories, prepaids, and long-term loans and notes receivable.

Restricted Fund Balance - amounts that can be spent only for the specific purposes stipulated by their providers, such as grantors, bondholders, and higher levels of government, through constitutional provisions, or by enabling legislation.

Committed Fund Balance - amounts that can only be used for the specific purposes determined by a formal action of the District's Board of Trustees (the District's highest level of decision-making authority). These amounts cannot be used for any other purpose unless the District's Board of Trustees takes the same level of action to remove or change the constraint.

Assigned Fund Balance - amounts intended to be used by the government for specific purposes but to not meet the criteria to be classified as restricted or committed. Intent can be expressed by the District's Board of Trustees or by the Superintendent or Chief Financial Officer, to whom the Board of Trustees has delegated the authority to assign fund balances.

Unassigned Fund Balance - amounts that are available for any purpose; these amounts are reported only in the General Fund.

14. Fund Balance Flow Assumption

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

15. Data Control Codes

The Data Control Codes refer to the account code structure prescribed by the Texas Education Agency ("TEA") in the Financial Accountability System Resource Guide. TEA requires school districts to display these codes in the financial statements filed with the Agency in order to ensure accuracy in building a statewide data base policy development and funding plans.

16. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

The amount of state foundation revenue a school district earns for a year can and does vary until the time when final values for each of the factors in the formula become available. Availability can be as late as midway into the next fiscal year. It is at least reasonably possible that the foundation revenue estimates as of August 31, 2022 will change.

17. Change in Accounting Principle

GASB Statement No. 87, *Leases*, was adopted effective September 1, 2021. The statement addresses accounting and financial reporting for lease contracts. Statement No. 87 establishes standards for recognizing and measuring assets, liabilities, deferred outflows of resources, deferred inflows of resources, and revenues and expenses related to leases in the basic financial statements, in addition to requiring more extensive note disclosures. The adoption of this standard did not result in a restatement of beginning fund balance or net position, but assets and deferred inflows were recognized, and more extensive note disclosures were required.

II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Expenditures over Appropriations

Expenditures in the instruction function in the General Fund exceeded budgeted amounts by \$3,961,132 for the year ended August 31, 2022. Expenditures in the food services function in the National Breakfast and Lunch Program Fund exceeded budgeted amounts by \$72,411 for the year ended August 31, 2022. The under expending of budgets in other functions or existing fund balance covered the expenditures over budget.

III. DETAILED NOTES ON ACTIVITIES AND FUNDS

A. Deposits and Investments

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy, which is approved annually by the Board. The primary objectives of the District’s investment strategy for operating and agency funds, in order of priority, are safety, investment liquidity and maturity sufficient to meet anticipated cash flow requirements. The primary objective of the District’s investment strategy for Debt Service and Capital Projects Funds is sufficient investment liquidity to meet related obligations.

The District is authorized to invest in the following investment instruments provided that they meet the guidelines established in the investment policy:

- Obligations of, or guaranteed by, governmental entities
- Certificates of deposit and share certificates
- Fully collateralized repurchase agreements
- Securities lending program
- Banker’s acceptances
- Commercial paper
- No-load money market mutual funds and no-load mutual funds
- Guaranteed investment contracts as an investment vehicle for bond proceeds
- Public funds investment pools

The District’s funds are required to be deposited and invested under the terms of a depository contract pursuant to the School Depository Act. The depository bank deposits for safekeeping and trust with the District’s agent approved pledged securities in an amount sufficient to protect District funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the dollar amount of Federal Deposit Insurance Corporation (“FDIC”) insurance. Therefore, the District is not exposed to custodial credit risk. Under the depository contract, the District, at its own discretion, may invest funds in time deposits and certificates of deposit provided by the depository bank at interest rates approximating United States Treasury Bill rates.

The District’s deposits with financial institutions at August 31, 2022 were entirely covered by FDIC insurance or by pledged collateral held by the District’s agent bank in the District’s name.

The District maintains a cash pool consisting of demand deposits. The combined pool is available for use by most Special Revenue Funds. If a fund overdraws its share of the pool, the overdraft is reported as an interfund payable in that fund. The offsetting interfund receivable is reported in the General Fund.

The District's investments at August 31, 2022 are shown below.

<u>Description</u>	<u>Reported Value</u>	<u>Weighted Average Maturity (Days)</u>	<u>Standard & Poor's Rating</u>
Local Government Investment Pool:			
TexPool	\$ 35,353,448	25	AAAm
MBIA Texas CLASS	<u>15,495,309</u>	34	AAAm
	50,848,757		
Prosperity Bank:			
Money market accounts	<u>8,042,706</u>	1	AAA
	<u>\$ 58,891,463</u>		

TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool’s investment policy, which is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manages daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool’s investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

MBIA is administered by MBIA-Municipal Investors Service Corporation (“MISC”) and Wells Fargo Bank Texas. MISC is a subsidiary of MBIA Asset Management Group, one of the nation’s largest providers of administrative and portfolio management services for local government investment pools. MBIA is

supervised by a Board of Trustees who are elected by participants. The responsibility of the Board of Trustees includes the ability to influence operations, designation of management and accountability for fiscal matters. In addition, MBIA has an Advisory Board which provides input and feedback on the operations and direction of the program. Standard and Poor's reviews the pool on a weekly basis to ensure the pool's compliance with its rating requirements. MBIA's investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

The external local government investment pools do not have any limitations and restrictions on withdrawals such as notice periods or maximum transaction amounts. These pools do not impose any liquidity fees or redemption gates.

Credit Risk - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized agencies are designed to give an indication of credit risk. At August 31, 2022, investments were included in external local government investment pools and money market accounts with ratings from Standard & Poor's in compliance with the District's investment policy.

Custodial Credit Risk - Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the District's name. Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the District, and are held by either the counterparty or the counterparty's trust department or agent but not in the District's name. At August 31, 2022, the District was not exposed to custodial credit risk.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investments in a single issuer. Information regarding investments in any one issuer that represents five percent or more of the District's total investments must be disclosed, excluding investments issued or explicitly guaranteed by the U.S. government. At August 31, 2022, the District had 100% of its investments in money market accounts and external local government investment pools.

Interest Rate Risk - As a means of minimizing risk of loss due to interest rate fluctuations, the District's investment policy requires that maturities will not exceed the weighted average maturity of 180 days for any internally created pool fund group and one year from the time of purchase for any other individual investment. The Board may specifically authorize a longer maturity for a given investment, within legal limits. The District considers the holdings in the external local government investment pools to have a one day weighted average maturity due to the fact that the share position can usually be redeemed each day at the discretion of the shareholders, unless there has been a significant change in value. At August 31, 2022, investments were included in external local government investment pools and money market accounts which have a weighted average maturity of one day.

B. Property taxes

The Texas Legislature in 1979 adopted a comprehensive Property Tax Code (the "Code") which established a county-wide appraisal district and an appraisal review board in each county in the State. The Travis Central Appraisal District (the "Appraisal District") is responsible for the recording and appraisal of all property in the District. Under the Code, the Board sets the tax rates on property and the Travis County Tax Office provides tax collection services. The Appraisal District is required under the Code to assess property at 100% of its appraised value. Further, real property must be reappraised at least every three years. Under certain circumstances, taxpayers and taxing units, including the District, may challenge orders of the Appraisal Review Board through various appeals and, if necessary, legal action.

Property taxes are levied as of October 1 in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 1 of each year, a tax lien attaches to property to secure the payment of all taxes and penalties and interest that are ultimately imposed. Property tax revenues are considered available when they become due or past due and receivable within the current period, including those property taxes expected to be collected during a 60 day period after the end of the District's fiscal year. The assessed value at January 1, 2021, upon which the October 2021 levy was based was \$14,862,248,516. The District levied taxes based on a combined tax rate of \$1.2301 per \$100 of assessed valuation for local maintenance (general governmental services) and debt service.

The 86th session of the Texas Legislature convened in January 2019, with school finance reform as a critical priority. House Bill 3 (HB 3), passed by the 86th Texas Legislature, was one of the most transformative Texas education bills in recent history infusing more than \$11 billion into the public school system. HB 3 provided more money for Texas classrooms through an increase in the basic allotment for each student from \$5,140 to \$6,160, increased teacher compensation, funds free full-day Pre-K for eligible 4-year-olds, reduced the amount of money wealthy districts must spend to subsidize poor districts through the state's recapture program, and cut local property taxes for Texas taxpayers. In summary, the bill focused on four major policy areas: teacher support, improving student outcomes, increasing funding, and reduction and reform of property taxes and recapture.

HB3 amended the Education Code to transfer certain sections from Chapter 41 to Chapter 49 and revised formulas used to determine excess local revenue under the Foundation School Program (FSB). The formula for recapture is now local revenue in excess of entitlement instead of wealth per weighted average daily attendance (WADA) basis. Under HB 3, recapture and non-recapture school districts are treated more equitably, and districts only pay tier one recapture on the amount above their formula entitlement. HB 3 modifies local revenue subject to recapture to be local revenue in excess of entitlement and is calculated by subtracting a district's tier one entitlement (and credit for appraisal costs) from its available school fund (ASF) distribution and local fund assignment.

During the year ended August 31, 2022, the District's recapture liability was \$45,491,491 and this amount was incorporated into the District's budget. Under HB 3, districts now have the option of making one lump-sum payment in August after the fiscal year ends. The payment option to submit seven equal payments from February through August remains unchanged. The District opted to make one lump-sum payment in August.

C. Due from Other Governments

The District participates in a variety of federal and state programs from which it receives grants to partially or fully fund certain activities. The District also receives entitlements from the State through the School Foundation and Per Capita Programs. These amounts are reported in the financial statements as due from other governments are summarized below as of August 31, 2022:

	General Fund	Nonmajor Governmental Funds	Total
Federal and state programs	\$ 848,990	\$ 3,296,051	\$ 4,145,041

D. Interfund Balances

Interfund balances at August 31, 2022 consisted of the following:

Due To Fund	Due From Fund	Amount
General fund	Capital projects fund	\$ 336,480
General fund	Nonmajor enterprise fund	14,017
General fund	Internal service fund	376,949
General fund	Nonmajor governmental	3,256,970
Capital projects fund	General fund	878,815
Internal service fund	General fund	199,763
Nonmajor governmental	General fund	241,252
Total		<u>\$ 5,304,246</u>

Interfund balances consist of short-term lending/borrowing arrangements that result primarily from payroll and other regularly occurring charges that are paid by the General Fund and then charged back to the appropriate other fund.

E. Other Receivables

At year end other receivables consisted of lease receivables reported in the General Fund in the amount of \$647,615 and miscellaneous receivables in the National Lunch and Breakfast Fund in the amount of \$2,970.

A summary of lease receivables is as follows:

<u>Purpose of Lease</u>	<u>Interest Rate</u>	<u>Agreement Term</u>	<u>Initial Year of Lease</u>	<u>Amount of Initial Lease Receivable</u>	<u>Receivable at Year End</u>
Right to Use:					
Antenna	2.0%	20 years	2022	\$ 166,785	\$ 156,785
Land - cell tower	2.0%	25 years	2022	494,185	<u>490,830</u>
Totals					<u>\$ 647,615</u>

F. Capital Assets

Governmental capital asset activity for the year ended August 31, 2022 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases/ Transfers</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 28,417,557	\$ 4,782,521	\$ -	\$ 33,200,078
Construction in progress	<u>150,894,912</u>	<u>9,834,732</u>	<u>(144,703,221)</u>	<u>16,026,423</u>
Total capital assets, not being depreciated	<u>179,312,469</u>	<u>14,617,253</u>	<u>(144,703,221)</u>	<u>193,929,722</u>
Capital assets, being depreciated:				
Buildings and improvements	351,542,323	597,472	144,703,221	496,843,016
Furniture and equipment	20,466,146	550,313	-	21,016,459
Vehicles	<u>14,835,259</u>	<u>945,943</u>	<u>-</u>	<u>15,781,202</u>
Total capital assets, being depreciated	<u>386,843,728</u>	<u>2,093,728</u>	<u>144,703,221</u>	<u>533,640,677</u>
Less accumulated depreciation for:				
Buildings and improvements	(117,596,525)	(14,351,404)	-	(131,947,929)
Furniture and equipment	(15,459,806)	(1,482,557)	-	(16,942,363)
Vehicles	<u>(7,665,818)</u>	<u>(1,185,790)</u>	<u>-</u>	<u>(8,851,608)</u>
Total accumulated depreciation	<u>(140,722,149)</u>	<u>(17,019,751)</u>	<u>-</u>	<u>(157,741,900)</u>
Total governmental activities capital assets, net	<u>\$ 425,434,048</u>	<u>\$ (308,770)</u>	<u>\$ -</u>	<u>\$ 425,125,278</u>

Governmental depreciation was charged to functions as follows:

Governmental activities:	
Instruction	\$ 9,552,146
Instruction Resources & Media Services	31,610
Instructional Leadership	260,939
School Leadership	203,400
Guidance, Counseling & Evaluation Services	26,465
Health Services	23,215
Student (Pupil) Transportation	1,312,256
Food Services	451,523
Extracurricular Activities	1,196,822
General Administration	456,632
Facilities Maintenance & Operations	2,145,850
Data Processing Services	919,432
Community services	<u>439,461</u>
Total depreciation expense	<u>\$ 17,019,751</u>

Business-type capital asset activity for the year ended August 31, 2022 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
Capital assets, being depreciated:				
Buildings and improvements	\$ <u>449,008</u>	\$ <u>493,399</u>	\$ <u>449,008</u>	\$ <u>493,399</u>
Total capital assets, being depreciated	<u>449,008</u>	<u>493,399</u>	<u>449,008</u>	<u>493,399</u>
Less accumulated depreciation for:				
Vehicles	(179,601)	-	(179,601)	-
Total accumulated depreciation	<u>(179,601)</u>	<u>-</u>	<u>(179,601)</u>	<u>-</u>
Total governmental activities capital assets, net	<u>\$ 269,407</u>	<u>\$ 493,399</u>	<u>\$ 269,407</u>	<u>\$ 493,399</u>

During the current year business-type activities depreciation was zero.

G. Unearned Revenue

At August 31, 2022, unearned revenue in the governmental funds consisted of the following:

	General	Non-major Governmental	Totals
Prepayments for student meals	\$ -	\$ 400,343	\$ 400,343
Other	<u>2,062</u>	<u>29,290</u>	<u>31,352</u>
Totals	<u>\$ 2,062</u>	<u>\$ 429,633</u>	<u>\$ 431,695</u>

H. Long-Term Liabilities

Governmental long-term liabilities activity for the year ended August 31, 2022, was as follows:

	Beginning Balance	Additions	Retirements	Ending Balance	Due Within One Year
Governmental activities:					
General obligation bonds	\$ 350,735,000	\$ -	\$ 33,930,000	\$ 316,805,000	\$ 9,080,000
Premium on bonds	38,012,535	-	4,635,931	33,376,604	-
Accretion on CABs	695,246	32,823	-	728,069	-
Compensated absences	565,513	298,140	-	863,653	172,731
Total long-term debt	<u>390,008,294</u>	<u>330,963</u>	<u>38,565,931</u>	<u>351,773,326</u>	<u>9,252,731</u>
Net pension liability	22,851,574	(9,316,690)	1,942,554	11,592,330	-
Net OPEB liability	25,003,900	1,678,406	529,655	26,152,651	-
Total long-term liabilities	<u>\$ 437,863,768</u>	<u>\$ (7,307,321)</u>	<u>\$ 41,038,140</u>	<u>\$ 389,518,307</u>	<u>\$ 9,252,731</u>

The District's General Fund generally liquidates compensated absences, net pension and net OPEB liabilities.

The District issues Bonds to provide funds for the acquisition and construction of major capital facilities or to refund prior debt issuances. The Bonds are direct obligations and pledge the full faith and credit of the District. Bonds outstanding as of August 31, 2022 are as follows:

Description	Maturity Date	Interest Rates	Amount of Original Issue	Outstanding 8/31/22
Bonds:				
Unlimited Tax School Building Bonds, Series 2012	2042	3.00-5.00%	\$ 143,120,000	\$ 6,175,000
Unlimited Tax Refunding Bonds, Series 2013	2023	1.50-5.00%	104,600,000	3,690,000
Unlimited Tax Refunding Bonds, Series 2017	2040	1.50-5.00%	82,905,000	81,040,000
Unlimited Tax School Building Bonds, Series 2018A	2048	3.00-5.00%	108,735,000	80,265,000
Unlimited Tax School Building Bonds, Series 2019	2046	3.75-5.00%	92,705,000	82,570,000
Unlimited Tax Refunding Bonds, Series 2020	2036	1.65-5.00%	<u>64,450,000</u>	<u>63,065,000</u>
Total			<u>\$ 596,515,000</u>	<u>\$ 316,805,000</u>

Debt service requirements are as follows:

Year Ended August 31,	Principal	Interest	Total Requirements
2023	\$ 9,080,000	\$ 12,931,354	\$ 22,011,354
2024	8,710,000	13,401,179	22,111,179
2025	9,935,000	12,254,854	22,189,854
2026	12,760,000	11,687,479	24,447,479
2027	13,270,000	11,036,729	24,306,729
2028-2032	76,610,000	44,983,697	121,593,697
2033-2037	85,920,000	29,058,033	114,978,033
2038-2042	56,385,000	14,689,803	71,074,803
2043-2047	39,760,000	4,544,801	44,304,801
2048	<u>4,375,000</u>	<u>87,500</u>	<u>4,462,500</u>
Totals	<u>\$ 316,805,000</u>	<u>\$ 154,675,429</u>	<u>\$ 471,480,429</u>

For the general obligation bonds, the District has pledged as collateral the proceeds of a continuing, direct annual tax levied against taxable property within the District without limitation as to rate. The Texas Education Code generally limits issuance of additional ad valorem tax bonds if the tax rate needed to pay aggregate principal and interest amounts of the District's tax bond indebtedness exceeds \$0.50 per \$100 of assessed valuation of taxable property within the District. The District currently has a debt service tax rate of \$0.3475.

In February 2022, the District made early payments of \$7,399,500 on its Series 2012 bonds prior to its scheduled maturity date. This included \$7,150,000 and \$249,500 of principal and accrued interest, respectively. The Series 2012 bonds paid had maturity dates of February 2037 through 2042. These early payments resulted in overall debt service savings to the District of \$4,215,787.

In February 2022, the District made early payments of \$18,175,763 on its Series 2018B bonds prior to its scheduled maturity date. This included \$17,940,000 and \$360,778 of principal and accrued interest, respectively. The Series 2018B bonds paid had maturity dates of February 2038 through 2048. These early payments resulted in overall debt service savings to the District of \$20,550,881.

In the prior year, the District defeased certain outstanding general obligation bonds by placing advance payments made by the District in irrevocable trusts to provide for all the future debt service payments on the bonds redeemed early by the District. Accordingly, the trust account assets and the defeased bonds are not included in the District's financial statements. At August 31, 2022, outstanding bonds of \$64,455,000 are considered defeased.

The outstanding Series 2020 Bonds include Capital Appreciation Bonds. The interest shown above, with respect to the Capital Appreciation Bonds, includes interest to be paid on bonds maturing in the respective years and does not include accrued interest on bonds not maturing in those years.

I. Defined Benefit Pension Plan

Plan Description. The District participates in a cost-sharing multiple-employer defined benefit pension that has a special funding situation. The plan is administered by the Teacher Retirement System of Texas (TRS). It is a defined benefit pension plan established and administered in accordance with the Texas Constitution, Article XVI, Section 67, and Texas Government Code, Title 8, Subtitle C. The pension trust fund is a qualified pension trust under section 401(a) of the Internal Revenue Code. The Texas Legislature establishes benefits and contribution rates within the guidelines of the Texas Constitution. The pension's Board of Trustees does not have the authority to establish or amend benefit terms.

All employees of public, state-supported educational institutions in Texas who are employed for one-half or more of the standard workload and who are not exempted from membership under Texas Government Code, Title 8, Section 822.002 are covered by the system.

Pension Plan Fiduciary Net Position. Detailed information about the TRS's fiduciary net position is available in a separately issued Annual Comprehensive Financial Report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.trs.texas.gov; by writing to TRS at 1000 Red River Street, Austin, TX, 78701-2698; or by calling (512) 542-6592.

Benefits Provided. TRS provides service and disability retirement, as well as death and survivor benefits, to eligible employees (and their beneficiaries) of public and higher education in Texas. The pension formula is calculated using 2.3 percent (multiplier) times the average of the five highest annual creditable salaries times years of credited service to arrive at the annual standard annuity except for members who are grandfathered, the three highest annual salaries are used. The normal service retirement is at age 65 with 5 years of credited service or when the sum of the member's age and years of credited service equals 80 or more years. Early retirement is at age 55 with 5 years of service credit or earlier than 55 with 30 years of service credit. There are additional provisions for early retirement if the sum of the member's age and years of service credit total at least 80, but the member is less than age 60 or 62 depending on date of employment, or if the member was grandfathered in under a previous rule. There are no automatic post-employment benefit changes; including automatic COLAs. Ad hoc post-employment benefit changes, including ad hoc COLAs can be granted by the Texas Legislature as noted in the Plan description above.

Texas Government Code section 821.006 prohibits benefit improvements, if, as a result of the particular action, the time required to amortize TRS' unfunded actuarial liabilities would be increased to a period that exceeds 31 years, or, if the amortization period already exceeds 3 years, the period would be increased by such action. Actuarial implications of the funding provided in the manner are determined by the System's actuary.

Contributions. Contribution requirements are established or amended pursuant to Article 16, section 67 of the Texas Constitution which requires the Texas legislature to establish a member contribution rate of not less than 6% of the member's annual compensation and a state contribution rate of not less than 6% and not more than 10% of the aggregate annual compensation paid to members of the system during the fiscal year.

Employee contribution rates are set in state statute, Texas Government Code 825.402. The TRS Pension Reform Bill (Senate Bill 12) of the 86th Texas Legislature amended Texas Government Code 825.402 for member contributions and increased employee and employer contribution rates for fiscal years 2020 thru 2025.

	Contribution Rates	
	2021	2022
Member	7.70%	8.00%
Non-employer contributing entity (State)	7.50%	7.75%
Employers	7.50%	7.75%
Current fiscal year employer contributions		\$ 2,261,346
Current fiscal year member contributions		5,467,943
2021 measurement year NECE on-behalf contributions		3,852,268

Contributors to the plan include members, employers, and the State of Texas as the only non-employer contributing entity. The State is the employer for senior colleges, medical schools, and state agencies including TRS. In each respective role, the State contributes to the plan in accordance with state statutes and the General Appropriations Act (GAA).

As the non-employer contributing entity for public education and junior colleges, the State of Texas contributes to the retirement system an amount equal to the current employer contribution rate times the aggregate annual compensation of all participating members of the pension trust fund during that fiscal year reduced by the amounts described below which are paid by the employers. Employers (public school, junior college, other entities, or the State of Texas as the employer for senior universities and medical schools) are required to pay the employer contribution rate in the following instances:

- On the portion of the member's salary that exceeds the statutory minimum for members entitled to the statutory minimum under Section 21.402 of the Texas Education Code.
- During a new member's first 90 days of employment.
- When any part or all of an employee's salary is paid by federal funding sources, a privately sponsored source, from non-educational and general, or local funds.
- When the employing district is a public junior college or junior college district, the employer shall contribute to the retirement system an amount equal to 50 percent of the state contribution rate for certain instructional or administrative employees; and 100 percent of the state contribution rate for all other employees.

In addition to the employer contributions listed above, there are two additional surcharges an employer is subject to:

- All public schools, charter schools, and regional educational service centers must contribute 1.6 percent of the member's salary beginning in fiscal year 2021, gradually increasing to 2 percent in fiscal year 2025.
- When employing a retiree of the Teacher Retirement System, the employer shall pay both the member contribution and the state contribution as an employment after retirement surcharge.

Actuarial Assumptions. The total pension liability in the August 31, 2020, actuarial valuation rolled forward to August 31, 2021 was determined using the following actuarial assumptions:

Actuarial Cost Method	Individual Entry Age Normal
Asset Valuation Method	Market Value
Single Discount Rate	7.25%
Long-Term Expected Investment Rate of Return	7.25%
Inflation	2.30%
Salary Increases Including Inflation	3.05% to 9.05%
Payroll Growth Rate	3.00%
Benefit Changes During the Year	None
Ad hoc Post Employment Benefit Changes	None

The actuarial methods and assumptions are used in the determination of the total pension liability are the same assumptions used in the actuarial valuation as of August 31, 2020. For a full description of these assumptions please see the actuarial valuation report dated November 9, 2020.

Discount Rate. A single discount rate of 7.25 percent was used to measure the total pension liability. The single discount rate was based on the expected rate of return on plan investments of 7.25 percent. The projection of cash flows used to determine this single discount rate assumed that contributions from active members, employers and the non-employer contributing entity will be made at the rates set by the legislature during the 2019 session. It is assumed that future employer and state contributions will be 8.50 percent of payroll in fiscal year 2020 gradually increasing to 9.55 percent of payroll over the next several years. This includes all employer and state contributions for active and rehired retirees.

Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term rate of return on pension plan investments is 7.25 percent. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return for each major asset class included in the System's target asset allocation as of August 31, 2021, are summarized below:

Asset Class ¹	Target Allocation ²	Long-Term Expected Geometric Real Rate of Return ³	Expected Contribution to Long-Term Portfolio Returns
Global Equity			
U.S.	18.00%	3.60%	0.94%
Non-U.S. Developed	13.00%	4.40%	0.83%
Emerging Markets	9.00%	4.60%	0.74%
Private Equity	14.00%	6.30%	1.36%
Stable Value			
Government Bonds	16.00%	-0.20%	0.01%
Absolute Return	0.00%	1.10%	0.00%
Stable Value Hedge Funds	5.00%	2.20%	0.12%
Real Return			
Real Estate	15.00%	4.50%	1.00%
Energy, Natural Resources & Infrastruct	6.00%	4.70%	0.35%
Commodities	0.00%	1.70%	0.00%
Risk Parity	8.00%	2.80%	0.28%
Asset Allocation Leverage			
Cash	2.00%	-0.70%	-0.01%
Asset Allocation Leverage	-6.00%	-0.50%	0.03%
Inflation Expectation			2.20%
Volatility Drag ⁴			-0.95%
Total	100.00%		6.90%

¹ Absolute Return includes Credit Sensitive Investments.

² Target allocations are based on the FY2021 policy model.

³ Capital Market Assumptions come from Aon Hewitt (as of 8/31/2021)

⁴ The volatility drag results from the conversion between arithmetic and geometric mean returns.

Discount Rate Sensitivity Analysis. The following schedule shows the impact of the Net Pension Liability if the discount rate used was 1% less than and 1% greater than the discount rate that was used (7.25%) in measuring the Net Pension Liability.

	1% Decrease in Discount Rate <u>(6.25%)</u>	Discount Rate <u>(7.25%)</u>	1% Increase in Discount Rate <u>(8.25%)</u>
District's proportionate share of net pension liability	\$ 25,331,081	\$ 11,592,330	\$ 446,033

Pension Liabilities, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions. At August 31, 2022, the District reported a liability of \$11,592,330 for its proportionate share of the TRS's net pension liability. This liability reflects a reduction for State pension support provided to the District. The amount recognized by the District as its proportionate share of the net pension liability, the related State support, and the total portion of the net pension liability that was associated with the District were as follows:

District's proportionate share of the collective net pension liability	\$ 11,592,330
State's proportionate share that is associated with the District	<u>22,988,683</u>
Total	<u>\$ 34,581,013</u>

The net pension liability was measured as of August 31, 2021, and the total pension liability used in the measurement was rolled forward from an actuarial valuation as of August 31, 2020. The employer's proportion of the net pension liability was based on the employer's contributions to the pension plan relative to the contributions of all employers to the plan for the period September 1, 2020 thru August 31, 2021.

At August 31, 2021, the District's proportion of the collective net pension liability was 0.0455199875% which was an decrease of 0.0028529893% from its proportion measured as of August 31, 2020.

Changes Since the Prior Actuarial Valuation. There were no changes in assumptions since the prior measurement date.

For the year ended August 31, 2022, the District recognized pension expense of \$1,485,621 and revenue of \$91,906 for support provided by the State.

At August 31, 2022, the District reported its proportionate share of the TRS' deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 19,399	\$ 816,109
Changes in actuarial assumptions	4,097,662	1,786,229
Difference between projected and actual investment earnings	-	9,720,018
Changes in proportion and difference between the employer's contributions and the proportionate share of contributions	1,913,251	828,416
Contributions paid to TRS subsequent to the measurement date	<u>2,261,346</u>	<u>-</u>
Total	<u>\$ 8,291,658</u>	<u>\$ 13,150,772</u>

\$2,261,346 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the Total Pension Liability for the year ending August 31, 2023. Other amounts of the employer's balances of deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

For the Year Ended August 31,	Pension Expense
2023	\$(1,123,936)
2024	(1,213,025)
2025	(2,064,018)
2026	(2,838,468)
2027	76,133
Thereafter	42,854

J. Defined Other Post-Employment Benefit Plans

Plan Description. The District participates in the Texas Public School Retired Employees Group Insurance Program (TRS-Care). It is a multiple-employer, cost-sharing defined other post-employment benefit (OPEB) plan that has a special funding situation. The TRS-Care program was established in 1986 by the Texas Legislature.

The TRS Board of Trustees administers the TRS-Care program and the related fund in accordance with Texas Insurance Code Chapter 1575. The Board of Trustees is granted the authority to establish basic and optional group insurance coverage for participants as well as to amend benefit terms as needed under Chapter 1575.052. The Board may adopt rules, plans, procedures, and orders reasonably necessary to administer the program, including minimum benefits and financing standards.

OPEB Plan Fiduciary Net Position. Detail information about the TRS-Care's fiduciary net position is available in the separately issued TRS Annual Comprehensive Financial Report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.trs.texas.gov; by writing to TRS at 1000 Red River Street, Austin, TX, 78701-2698; or by calling (512) 542-6592.

Benefits Provided. TRS-Care provides health insurance coverage to retirees from public schools, charter schools, regional education service centers and other educational districts who are members of the TRS pension plan. Optional dependent coverage is available for an additional fee.

Eligible non-Medicare retirees and their dependents may enroll in TRS-Care Standard, a high-deductible health plan. Eligible Medicare retirees and their dependents may enroll in the TRS-Care Medicare Advantage medical plan and the TRS-Care Medicare Rx prescription drug plan. To qualify for TRS-Care coverage, a retiree must have at least 10 years of service credit in the TRS pension system. There are no automatic post-employment benefit changes; including automatic COLAs.

The premium rates for retirees are reflected in the following table.

	TRS-Care Monthly Premium Rates	
	Medicare	Non-Medicare
Retiree or Surviving Spouse	\$ 135	\$ 200
Retiree and Spouse	529	689
Retiree or Surviving Spouse and Children	468	408
Retiree and Family	1,020	999

Contributions. Contribution rates for the TRS-Care plan are established in state statute by the Texas Legislature, and there is no continuing obligation to provide benefits beyond each fiscal year. The TRS-Care plan is currently funded on a pay-as-you-go basis and is subject to change based on available funding. Funding for TRS-Care is provided by retiree premium contributions and contributions from the state, active employees, and school districts based upon public school district payroll. The TRS Board of trustees does not have the authority to set or amend contribution rates.

Texas Insurance Code, section 1575.202 establishes the state’s contribution rate which is 1.25% of the employee’s salary. Section 1575.203 establishes the active employee’s rate which is 0.65% of pay. Section 1575.204 establishes an employer contribution rate of not less than 0.25% or not more than 0.75% of the salary of each active employee of the public. The actual employer contribution rate is prescribed by the Legislature in the General Appropriations Act. The following table shows contributions to the TRS-Care plan by type of contributor.

	Contribution Rates	
	2021	2022
Active employee	0.65%	0.65%
Non-Employer Contributing Entity (State)	1.25%	1.25%
Employers	0.75%	0.75%
Federal/Private Funding Remitted by Employers	1.25%	1.25%
Current fiscal year employer contributions		\$ 574,521
Current fiscal year member contributions		444,297
2021 measurement year NECE on-behalf contributions		709,620

In addition to the employer contributions listed above, there is an additional surcharge all TRS employers are subject to (regardless of whether or not they participate in the TRS Care OPEB program). When employees hire a TRS retiree, they are required to pay TRS Care, a monthly surcharge of \$535 per retiree.

TRS-Care received supplemental appropriations from the State of Texas as the Non-Employer Contributing Entity in the amount of \$230.8 million in fiscal year 2021 for consumer protections against medical and health care billing by certain out-of-network providers.

Actuarial Assumptions. The total OPEB liability in the August 31, 2020 was rolled forward to August 31, 2021. The actuarial valuation of the OPEB plan offered through TRS-Care is similar to the actuarial valuation performed for the pension plan, except that the OPEB valuation is more complex. All the demographic assumptions, including rates of retirement, termination, and disability, and most of the economic assumptions, including general inflation and salary increases, used in the OPEB valuation were identical to those used in the respective TRS pension valuation. The demographic assumptions were developed in the experience study performed for TRS for the period ending August 31, 2017.

The following assumptions and other inputs used for members of TRS-Care are based on an established pattern of practice and are identical to the assumptions used in the August 31, 2020 TRS pension actuarial valuation that was rolled forward to August 31, 2021:

Rates of Mortality	Rates of Disability Incidence
Rates of Retirement	General Inflation
Rates of Termination	Wage Inflation

The active mortality rates were based on 90 percent of the RP-2014 Employee Mortality Tables for males and females, with full generational mortality using Scale BB. The post-retirement mortality rates for healthy lives were based on the 2018 TRS of Texas Healthy Pensioner Mortality Tables, with full generational projection using the ultimate improvement rates from the most recently published scale (UMP).

Additional Actuarial Methods and Assumptions

Valuation Date	August 31, 2020 rolled forward to August 31,
Actuarial Cost Method	Individual Entry Age Normal
Inflation	2.30%
Discount Rate	1.95% as of August 31, 2021
Aging Factors	Based on plan specific experience
Expenses	Third-party administrative expenses related to the delivery of health care benefits are included in the age-adjusted claims costs.
Payroll Growth Rate	3.00%
Projected Salary Increases	3.05% to 9.05%
Healthcare Trend Rates	4.25% to 9.00%
Election Rates	Normal Retirement: 65% participation prior to age 65 and 40% participation after age 65. 25% of pre-65 retirees are assumed to discontinue coverage at age 65.
Ad hoc post-employment benefit changes	None

Discount Rate. A single discount rate of 1.95 percent was used to measure the Total OPEB Liability. There was a decrease of 0.38 percent in the discount rate since the previous year. Because the plan is essentially a “pay-as-you-go” plan, the single discount rate is equal to the prevailing municipal bond rate. The projection of cash flows used to determine the discount rate assumed that contributions from active members and those of the contributing employers and the non-employer contributing entity are made at the statutorily required rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to not be able to make all future benefit payments of current plan members. Therefore, the municipal bond rate was used for the long-term rate of return and was applied to all periods of projected benefit payments to determine the total OPEB liability.

The source of the municipal bond rate is the Fidelity “20-year Municipal GO AA Index” as of August 31, 2021 using the fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds.

Discount Rate Sensitivity Analysis. The following schedule shows the impact of the Net OPEB Liability if the discount rate used was 1% less than and 1% more than the discount rate that was used 2.33% in measuring the Net OPEB Liability.

	1% Decrease in Discount Rate (0.95%)	Discount Rate (1.95%)	1% Increase in Discount Rate (2.95%)
Proportionate share of net OPEB liability	\$ 31,546,123	\$ 26,152,651	\$ 21,907,813

OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEBs. At August 31, 2022, the District reported a liability of \$26,152,651 for its proportionate share of the TRS’s Net OPEB Liability. This liability reflects a reduction for State OPEB support provided to the District. The amount recognized by the District as its proportionate share of the net OPEB liability, the related State support, and the total portion of the net OPEB liability that was associated with the District were as follows:

District's proportionate share of the collective net OPEB liability	\$ 26,152,651
State's proportionate share that is associated with the District	<u>35,038,724</u>
Total	<u>\$ 61,191,375</u>

The Net OPEB Liability was measured as of August 31, 2021 and the Total OPEB Liability used to calculate the Net OPEB Liability was determined by an actuarial valuation as of August 31, 2020. The employer's proportion of the Net OPEB Liability was based on the employer's contributions to OPEB relative to the contributions of all employers to the plan for the period September 1, 2020 thru August 31, 2021.

At the August 31, 2021, the employer's proportion of the collective Net OPEB Liability was 0.0677978261% which was an increase of 0.0020232151% from its proportion measured as of August 31, 2020.

Healthcare Cost Trend Sensitivity Analysis. The following schedule shows the impact of the Net OPEB Liability if a healthcare trend rate that is 1% less than and 1% greater than the assumed 8.5% rate used.

	<u>1% Decrease</u>	<u>Current Healthcare Cost Trend Rate</u>	<u>1% Increase</u>
Proportionate share of net OPEB liability	\$ 21,182,781	\$ 26,152,651	\$ 32,820,983

Changes Since the Prior Actuarial Valuation. The following were changes to the actuarial assumptions or other inputs that affected the measurement of the total OPEB liability since the prior measurement period:

- The discount rate changed from 2.63 percent as of August 31, 2020 to 2.33 percent as of August 31, 2021. This change increased the Total OPEB Liability.

For the year ended August 31, 2022, the District recognized OPEB expense of \$(1,308,270) and revenue of \$(1,293,197) for support provided by the State.

At August 31, 2022, the District reported its proportionate share of the TRS's deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual actuarial experiences	\$ 1,125,995	\$ 12,659,713
Changes in actuarial assumptions	2,896,713	5,530,802
Differences between projected and actual investment earnings	28,393	-
Changes in proportion and differences between the employer's contributions and the proportionate share of contributions	5,343,574	-
Contributions paid to OPEB subsequent to the measurement date	<u>574,521</u>	<u>-</u>
Total	<u>\$ 9,969,196</u>	<u>\$ 18,190,515</u>

\$574,521 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the Total OPEB Liability for the year ending August 31, 2023. Other amounts of the employer's balances of deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>For the Year Ended August 31,</u>	<u>OPEB Expense</u>
2023	\$(1,897,075)
2024	(1,897,715)
2025	(1,897,540)
2026	(1,209,135)
2027	(277,147)
Thereafter	(1,617,228)

K. Medicare Part D – On-behalf Payments

The Medicare Prescription Drug, Improvement and Modernization Act of 2003(MMA) created an outpatient prescription drug benefit program (known as Medicare Part D) and a Retiree Drug Subsidy (RDS) program which were made available in 2006. The Texas Public School Retired Employee Group Insurance Program (TRS-Care) is offering a Medicare Part D Plan and is participating in the Retiree Drug Subsidy plan for eligible TRS-Care participants. Under Medicare Part D and the RDS program, TRS-Care receives payments from the federal government to offset certain prescription drug expenditures for eligible TRS-Care participants. On-behalf payments must be recognized as equal revenues and expenditures/expenses by each reporting entity. The allocation of these on-behalf payments is based on the ratio of a reporting entity’s covered payroll to the entire covered payroll reported by all participating reporting entities. These on-behalf payments made on behalf the District for fiscal years 2022, 2021, and 2020 were \$282,234, \$291,670, and \$264,941, respectively.

L. Health Care Coverage

During the year ended August 31, 2022, employees of the District were covered by a health insurance plan (the “Plan”). The District contributed \$500 per month per employee to the Plan, and employees, at their option, authorized payroll withholdings to pay contributions or premiums for dependents.

In fiscal year 2016, the District started a self-funded health insurance plan administered by Blue Cross Blue Shield. The District established an Internal Service Fund to account for and finance this partially uninsured risk of loss. The District is obligated to pay its own claims up to \$175,000 per claim. The claim liability below is an estimate of potential loss exposure on health insurance claims at year end which includes incurred but not reported (“IBNR”) claims and claims reported but not paid. A reconciliation of the estimated claim liability is as follows:

Year Ended August 31,	Beginning Liability	Estimated Current Year Claims	Claim Payments	Ending Liability
2020	\$ 433,635	\$ 12,380,343	\$(12,287,212)	\$ 526,766
2021	526,766	13,501,356	(13,131,752)	896,370
2022	896,370	11,580,503	(11,956,717)	520,156

M. Workers’ Compensation Coverage

The District has a partially self-insured workers’ compensation plan administered by Texas Public School’s Workers Compensation Project (“SchoolComp”) which is an insurance pool. The District established an Internal Service Fund to account for and finance this partially uninsured risk of loss. The District is obligated to pay its own claims up to \$75,000 per claim. The claim liability below is an estimate of potential loss exposure on workers’ compensation claims at year end which includes incurred but not reported (“IBNR”) claims and claims reported but not paid.

A reconciliation of the estimated claim liability is as follows:

Year Ended August 31,	Beginning Liability	Estimated Current Year Claims	Claim Payments	Ending Liability
2020	\$ 200,606	\$ 40,772	\$(56,923)	\$ 184,455
2021	184,455	78,392	(85,447)	177,400
2022	177,400	91,645	(90,329)	178,716

N. Risk Management

The District’s risk management program includes coverages through third party insurance providers for property, automobile liability, school professional liability, crime, and other miscellaneous bonds. During the year ended August 31, 2022, there were no significant reductions in insurance coverage from coverage in the prior year. Losses in excess of the various deductible levels are covered through traditional indemnity coverage for buildings and contents, and vehicle liability with various insurance firms. Settled claims have not exceeded insurance limits for the past three years.

O. Commitments and Contingencies

The District participates in a number of federal financial assistance programs. Although the District grant programs have been audited in accordance with the provisions of the Uniform Guidance for the year ended August 31, 2022, these programs are subject to financial and compliance audits. The amounts, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

In February 2020, the District entered into an interlocal agreement with Travis County to share the costs of design and construction of the Vail Divide Southern Extension Project (the "Project"). The District will be responsible for the management and development of the Project and Travis County will provide oversight to ensure the Project is constructed in accordance with Travis County guidelines. The estimated total cost of the Project is \$10,000,000 and will be funded through contributions from the District and Travis County at a 25%/75% split. During the year ended August 31, 2020, the District received \$7,500,000 from Travis County for its 75% share of the estimated costs of the Project. Once the Project is completed and accepted by Travis County the constructed roadway will be owned, operated, and maintained by Travis County. Upon completion of the Project, unused funds provided by Travis County will be returned within 60 days. As of August 31, 2022, project construction was approximately 50% complete.

At August 31, 2022, the District is also committed under construction contracts with a remaining balance of \$3,298,567.

P. Other Fund Balance Commitments

At year end other nonmajor governmental committed fund balance is as follows:

Campus activities	\$	1,066,532
AP testing		208,252
Athletics		168,041
Instruction		<u>970,628</u>
Total other committed fund balance	\$	<u>2,413,453</u>

Q. Negative Operating Grants and Contributions – Statement of Activities

Expense activity is required to be recorded by districts who are participants in cost-sharing pension and OPEB benefit plans with a special funding situation where non-employer contributing entities (NECE) also participate in contributions to the plans. TRS-retirement and TRS-care benefit plans are both cost-sharing plans with special funding situations. Therefore, on-behalf expense activity of the NECE must be recorded at the government-wide level of reporting on the Statement of Activities in accordance with GASB 68 and 75.

During the year under audit, the NECE expense was negative due to changes in actuarial assumptions within the TRS-care plan. The accrual for the proportionate share of that expense was a negative on-behalf revenue and negative on-behalf expense. This resulted in a decrease to revenue for operating grants and contributions on the Statement of Activities. According to guidance provided directly from GASB, this is the correct reporting.

Following are the effects on the Statement of Activities as a result of the negative on-behalf accruals recorded:

	<u>Operating Grants and Contributions</u>	<u>Negative On-Behalf Accruals</u>	<u>Operating Grants and Contributions (excluding on- behalf of accruals)</u>
Instruction	\$ 4,050,966	\$(861,662)	\$ 4,912,628
Instructional resources and media services	4,545	(12,494)	17,039
Curriculum and staff development	96,274	(10,812)	107,086
Instructional leadership	34,466	(21,625)	56,091
School leadership	31,661	(61,511)	93,172
Guidance, counseling, and evaluation services	319,568	(46,613)	366,181
Social work services	198,684	-	198,684
Health services	92,956	(14,176)	107,132
Student transportation	31,920	(54,062)	85,982
Food service	2,341,663	(30,274)	2,371,937
Extracurricular activities	634,949	(28,112)	663,061
General administration	13,795	(43,250)	57,045
Facilities maintenance and operations	604,668	(38,685)	643,353
Security and monitoring services	52,278	(3,364)	55,642
Data processing services	3,004	(26,671)	29,675
Community services	(21,674)	(39,886)	18,212
Interest on long-term debt	205,029	-	205,029
Totals	<u>\$ 8,694,752</u>	<u>\$(1,293,197)</u>	<u>\$ 9,987,949</u>

R. Subsequent Event

On August 17, 2022, the Board called for a bond election held on November 8, 2022 to address projected student enrollment growth over the next five years. Lake Travis ISD voters approved two of three propositions in the 2022 bond referendum—Proposition A, \$548.4 million for school facilities, necessary sites for school facilities, and new school buses; and Proposition B, \$60.8 million for school technology improvements. Voters rejected Proposition C, \$93.8 million for school stadium facilities. Propositions A and B totaling \$609.2 million are the District’s largest issue to date.

S. Prior Period Adjustment

During the current fiscal year, management determined that amounts previously reported in the custodial fund as due to student groups were not currently due and payable and were most appropriately reported as fiduciary net position. The resulting change of \$212,552 increased beginning fiduciary net position for the custodial fund.

T. New Accounting Standards

Significant new accounting standards issued by the Governmental Accounting Standards Board (GASB) not yet implemented by the District includes the following:

Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements* – The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. GASB 94 will be implemented in fiscal year 2023 and the impact has not yet been determined.

Statement No. 96, *Subscription-Based Information Technology Arrangements* – This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. GASB 96 will be implemented in fiscal year 2023 and the impact has not yet been determined.

GASB Statement No. 100, *Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62* - The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. This Statement will become effective for reporting periods beginning after June 15, 2023, and the impact has not yet been determined.

GASB Statement No. 101, *Compensated Absences* - The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement will become effective for reporting periods beginning after December 15, 2023, and the impact has not yet been determined.

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REQUIRED SUPPLEMENTARY INFORMATION

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT G-1

SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive or (Negative)
		Original	Final		
REVENUES					
5700	Local and intermediate sources	\$ 136,690,504	\$ 134,916,613	\$ 133,742,851	\$(1,173,762)
5800	State program	5,789,072	9,856,041	10,856,765	1,000,724
5900	Federal program	690,000	591,000	555,394	(35,606)
5020	Total revenues	<u>143,169,576</u>	<u>145,363,654</u>	<u>145,155,010</u>	<u>(208,644)</u>
EXPENDITURES					
Current:					
0011	Instruction	58,795,044	55,795,044	59,756,176	(3,961,132)
0012	Instructional resources and media services	946,936	1,046,936	980,025	66,911
0013	Curriculum and instructional staff development	1,095,204	995,204	890,296	104,908
0021	Instructional leadership	2,006,072	2,406,072	2,246,619	159,453
0023	School leadership	4,650,202	4,900,202	4,882,003	18,199
0031	Guidance, counseling and evaluation services	3,932,443	4,882,443	4,882,443	-
0032	Social work services	140,139	215,139	144,997	70,142
0033	Health services	922,045	922,045	897,191	24,854
0034	Student (pupil) transportation	4,654,001	4,454,001	4,237,167	216,834
0035	Food services	90,000	90,000	90,000	-
0036	Extracurricular activities	2,491,177	2,541,177	2,541,177	-
0041	General administration	3,766,012	3,816,012	3,801,000	15,012
0051	Facilities maintenance and operations	10,943,134	11,043,134	10,929,741	113,393
0052	Security and monitoring services	659,853	909,853	845,785	64,068
0053	Data processing services	2,927,386	2,927,386	2,635,347	292,039
0061	Community services	421,600	421,600	421,600	-
Capital outlay:					
0081	Facilities acquisition and construction	30,000	30,000	30,000	-
Intergovernmental:					
0091	Contracted instructional services between schools	45,283,201	47,087,406	45,491,491	1,595,915
0092	Incremental costs related to recapture	300,000	300,000	294,076	5,924
0093	Payments to fiscal agent/member districts of SSA	45,000	45,000	25,511	19,489
0095	Payments related to juvenile justice alternative education programs	15,000	15,000	-	15,000
0099	Other intergovernmental charges	570,000	520,000	489,453	30,547
6030	Total expenditures	<u>144,684,449</u>	<u>145,363,654</u>	<u>146,512,098</u>	<u>(1,148,444)</u>
1200	Net change in fund balance	(1,514,873)	-	(1,357,088)	(1,357,088)
0100	Fund balance - Beginning	<u>47,501,838</u>	<u>47,501,838</u>	<u>47,501,838</u>	<u>-</u>
3000	Fund balance - Ending	\$ <u>45,986,965</u>	\$ <u>47,501,838</u>	\$ <u>46,144,750</u>	\$ <u>(1,357,088)</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

NOTES TO REQUIRED BUDGETARY SCHEDULE

AUGUST 31, 2022

The Board of Trustees adopts an "appropriated budget" for the General Fund, Debt Service Fund and the National Breakfast and Lunch Program Fund which is included in the Special Revenue Funds. The District is required to present the adopted and final amended budgeted revenues and expenditures for each of these funds. The District compares the final amended budget to actual revenues and expenditures. The General Fund Budget report appears in Exhibit G-1 and the other two reports are in Exhibit J-2 and J-3.

The following procedures are followed in establishing the budgetary data reflected in the general-purpose financial statements:

1. Prior to August 20 the District prepares a budget for the next succeeding fiscal year beginning September 1. The operating budget includes proposed expenditures and the means of financing them.
2. A meeting of the Board is then called for the purpose of adopting the proposed budget. At least ten days' public notices of the meeting must be given.
3. Prior to September 1, the budget is legally enacted through passage of a resolution by the Board. Once a budget is approved, it can only be amended at the function and fund level by approval of a majority of the members of the Board. Amendments are presented to the Board at its regular meetings. Each amendment must have Board approval. As required by law, such amendments are made before the fact, are reflected in the official minutes of the Board, and are not made after fiscal year end. Because the District has a policy of careful budgetary control, several amendments were necessary during the year. All budget appropriations lapse at year-end.

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY
TEACHER RETIREMENT SYSTEM

FOR THE YEAR ENDED AUGUST 31, 2022

Measurement Year Ended August 31,	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
District's proportion of the net pension liability (asset)	0.045520%	0.042667%	0.045454%	0.042582%
District's proportionate share of net pension liability (asset)	\$ 11,592,330	\$ 22,851,574	\$ 23,628,295	\$ 23,438,267
States proportionate share of the net pension liability (asset) associated with the District	<u>22,988,683</u>	<u>47,844,349</u>	<u>42,672,220</u>	<u>44,939,821</u>
Total	\$ <u>34,581,013</u>	\$ <u>70,695,923</u>	\$ <u>66,300,515</u>	\$ <u>68,378,088</u>
District's covered payroll	\$ 63,094,897	\$ 62,065,970	\$ 56,691,939	\$ 52,718,193
District's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	18.37%	36.82%	41.68%	44.46%
Plan fiduciary net position as a percentage of the total pension liability	88.79%	75.54%	75.24%	73.74%

Note: 10 years of information is required, but information prior to 2013 is not available.

<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
0.041541%	0.041082%	0.042513%	0.024883%	2.490000%
\$ 13,282,490	\$ 15,524,204	\$ 15,027,850	\$ 6,646,594	\$ 8,161,471
<u>26,164,741</u>	<u>30,795,688</u>	<u>29,615,675</u>	<u>24,848,135</u>	<u>30,502,132</u>
<u>\$ 39,447,231</u>	<u>\$ 46,319,892</u>	<u>\$ 44,643,525</u>	<u>\$ 31,494,729</u>	<u>\$ 38,663,603</u>
\$ 50,203,725	\$ 47,934,351	\$ 46,310,888	\$ 43,529,437	\$ 41,623,406
26.46%	32.39%	32.45%	15.27%	19.61%
82.17%	78.00%	78.43%	83.25%	93.10%

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF THE DISTRICT'S PENSION CONTRIBUTIONS
TEACHER RETIREMENT SYSTEM

FOR THE YEAR ENDED AUGUST 31, 2022

For the Year Ended August 31,	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Contractually required contribution	\$ 2,261,346	\$ 1,942,396	\$ 1,761,631	\$ 1,574,129
Contribution in relation to the contractually required contribution	<u>(2,261,346)</u>	<u>(1,942,396)</u>	<u>(1,761,631)</u>	<u>(1,574,129)</u>
Contribution deficiency (excess)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
District's covered payroll	\$ 68,333,868	\$ 65,213,249	\$ 62,065,970	\$ 56,691,939
Contributions as a percentage of covered employee payroll	3.31%	2.98%	2.84%	2.78%

<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
\$ 1,434,482	\$ 1,361,463	\$ 1,299,389	\$ 1,258,836	\$ 630,852	\$ 553,164
(1,434,482)	(1,361,463)	(1,299,389)	(1,258,836)	(630,852)	(553,164)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 52,718,193	\$ 50,203,725	\$ 47,934,351	\$ 46,310,888	\$ 43,529,437	\$ 41,623,406
2.72%	2.71%	2.71%	2.72%	1.45%	1.33%

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET OPEB LIABILITY
TEACHER RETIREMENT SYSTEM

FOR THE YEAR ENDED AUGUST 31, 2022

Measurement Year Ended August 31,	<u>2021</u>	<u>2020</u>
District's proportion of the net OPEB liability (asset)	0.06780%	0.06577%
District's proportionate share of net OPEB liability (asset)	\$ 26,152,651	\$ 25,003,900
States proportionate share of the net OPEB liability (asset) associated with the District	<u>35,038,724</u>	<u>33,599,248</u>
Total	<u>\$ 61,191,375</u>	<u>\$ 58,603,148</u>
District's covered employee payroll	\$ 63,094,897	\$ 62,065,970
District's proportionate share of the net OPEB liability (asset) as a percentage of its covered employee payroll	41.45%	40.29%
Plan fiduciary net position as a percentage of the total OPEB liability	6.18%	4.99%

Note: 10 years of information is required, but information prior to 2017 is not available.

<u>2019</u>	<u>2018</u>	<u>2017</u>
0.06344%	0.05986%	0.05520%
\$ 29,999,529	\$ 29,887,166	\$ 24,002,534
<u>39,862,662</u>	<u>46,673,009</u>	<u>40,861,087</u>
<u>\$ 69,862,191</u>	<u>\$ 76,560,175</u>	<u>\$ 64,863,621</u>
\$ 56,691,939	\$ 52,718,193	\$ 50,203,725
52.92%	56.69%	47.81%
2.66%	1.57%	0.91%

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF THE DISTRICT'S OPEB CONTRIBUTIONS
TEACHER RETIREMENT SYSTEM

FOR THE YEAR ENDED AUGUST 31, 2022

For the Year Ended August 31,	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Contractually required contribution	\$ 574,521	\$ 529,390	\$ 499,952	\$ 441,279
Contribution in relation to the contractually required contributions	<u>(574,521)</u>	<u>(529,390)</u>	<u>(499,952)</u>	<u>(441,279)</u>
Contribution deficiency (excess)	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
District's covered employee payroll	\$ 68,333,868	\$ 65,213,249	\$ 62,065,970	\$ 56,691,939
Contributions as a percentage of covered employee payroll	0.84%	0.81%	0.81%	0.78%

<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
\$ 412,926	\$ 286,963	\$ 263,491	\$ 254,712	\$ 239,412	\$ 228,928
<u>(412,926)</u>	<u>(286,963)</u>	<u>(263,491)</u>	<u>(254,712)</u>	<u>(239,412)</u>	<u>(228,928)</u>
\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
\$ 52,718,193	\$ 50,203,725	\$ 47,934,351	\$ 46,310,888	\$ 43,529,437	\$ 41,623,406
0.78%	0.57%	0.55%	0.55%	0.55%	0.55%

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COMBINING STATEMENTS

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS

AUGUST 31, 2022

Data Control Codes		Special Revenue Funds			
		211 ESEA I, A Improving Basic Program	224 IDEA Part B Formula	225 IDEA Part B Preschool	226 Special Education - Preschool Grants
ASSETS					
1110	Cash and cash equivalents	\$ -	\$ -	\$ -	\$ -
1240	Due from other governments	3,209	628,142	15,402	-
1250	Accrued interest	-	-	-	-
1260	Due from other funds	-	-	-	-
1290	Other receivables	-	-	-	-
1300	Inventories	-	-	-	-
1000	Total assets	<u>3,209</u>	<u>628,142</u>	<u>15,402</u>	<u>-</u>
LIABILITIES					
2110	Accounts payable	-	-	-	-
2160	Accrued wages payable	2,134	119,827	2,602	-
2170	Due to other funds	1,075	508,315	12,800	-
2300	Unearned revenue	-	-	-	-
2000	Total liabilities	<u>3,209</u>	<u>628,142</u>	<u>15,402</u>	<u>-</u>
FUND BALANCES					
Restricted for:					
3450	Federal or state grant restrictions	-	-	-	-
Committed for:					
3545	Other	-	-	-	-
3000	Total fund balances	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
4000	Total liabilities and fund balances	<u>\$ 3,209</u>	<u>\$ 628,142</u>	<u>\$ 15,402</u>	<u>\$ -</u>

Special Revenue Funds						
240 National Breakfast and Lunch Program	244 Career and Technical - Basic Grant	255 ESEA II, A Training and Recruiting	263 Title III, A English Lang. Acquisition	282 ESSER III	283 ESSER Supplemental	289 Student Support and Academic Enrichment Program
\$ 1,714,617	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	32,151	17,965	65,668	647,607	1,431,438	454,469
1,138	-	-	-	-	-	-
33,000	-	-	-	-	-	-
2,970	-	-	-	-	-	-
424,571	-	-	-	-	-	-
<u>2,176,296</u>	<u>32,151</u>	<u>17,965</u>	<u>65,668</u>	<u>647,607</u>	<u>1,431,438</u>	<u>454,469</u>
106,143	-	-	-	-	-	-
140,490	-	-	3,000	33,952	-	-
122,434	32,151	17,965	62,668	613,655	1,431,438	454,469
400,343	-	-	-	-	-	-
<u>769,410</u>	<u>32,151</u>	<u>17,965</u>	<u>65,668</u>	<u>647,607</u>	<u>1,431,438</u>	<u>454,469</u>
1,406,886	-	-	-	-	-	-
-	-	-	-	-	-	-
<u>1,406,886</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
\$ <u>2,176,296</u>	\$ <u>32,151</u>	\$ <u>17,965</u>	\$ <u>65,668</u>	\$ <u>647,607</u>	\$ <u>1,431,438</u>	\$ <u>454,469</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS

AUGUST 31, 2022

Data Control Codes		Special Revenue Funds			
		410 State Instructional Materials	429 Other State Special Revenue Funds	461 Campus Activity Funds	481 AP Testing
ASSETS					
1110	Cash and cash equivalents	\$ 29,290	\$ -	\$ 1,066,532	\$ -
1240	Due from other governments	-	-	-	-
1250	Accrued interest	-	-	-	-
1260	Due from other funds	-	-	-	208,252
1290	Other receivables	-	-	-	-
1300	Inventories	-	-	-	-
1000	Total assets	<u>29,290</u>	<u>-</u>	<u>1,066,532</u>	<u>208,252</u>
LIABILITIES					
2110	Accounts payable	-	-	-	-
2160	Accrued wages payable	-	-	-	-
2170	Due to other funds	-	-	-	-
2300	Unearned revenue	<u>29,290</u>	<u>-</u>	<u>-</u>	<u>-</u>
2000	Total liabilities	<u>29,290</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES					
Restricted for:					
3450	Federal or state grant restrictions	-	-	-	-
Committed for:					
3545	Other	<u>-</u>	<u>-</u>	<u>1,066,532</u>	<u>208,252</u>
3000	Total fund balances	<u>-</u>	<u>-</u>	<u>1,066,532</u>	<u>208,252</u>
4000	Total liabilities and fund balances	<u>\$ 29,290</u>	<u>\$ -</u>	<u>\$ 1,066,532</u>	<u>\$ 208,252</u>

Special Revenue Funds					
486	488	489	490/491/492	498/499	Total
Athletic	PTA/PTO Donations	Other State and Local	Lake Travis Ed. Foundation Mini Grants	Lake Travis Ed. Foundation Mini Grants	Nonmajor Governmental Funds
\$ 168,041	\$ 77,096	\$ 310,194	\$ 583,338	\$ -	\$ 3,949,108
-	-	-	-	-	3,296,051
-	-	-	-	-	1,138
-	-	-	-	-	241,252
-	-	-	-	-	2,970
-	-	-	-	-	424,571
<u>168,041</u>	<u>77,096</u>	<u>310,194</u>	<u>583,338</u>	<u>-</u>	<u>7,915,090</u>
-	-	-	-	-	106,143
-	-	-	-	-	302,005
-	-	-	-	-	3,256,970
-	-	-	-	-	429,633
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,094,751</u>
-	-	-	-	-	1,406,886
<u>168,041</u>	<u>77,096</u>	<u>310,194</u>	<u>583,338</u>	<u>-</u>	<u>2,413,453</u>
<u>168,041</u>	<u>77,096</u>	<u>310,194</u>	<u>583,338</u>	<u>-</u>	<u>3,820,339</u>
<u>\$ 168,041</u>	<u>\$ 77,096</u>	<u>\$ 310,194</u>	<u>\$ 583,338</u>	<u>\$ -</u>	<u>\$ 7,915,090</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		Special Revenue Funds			
		211 ESEA I, A Improving Basic Program	224 IDEA Part B Formula	225 IDEA Part B Preschool	226 Special Education - Preschool Grants
REVENUES					
5700	Local and intermediate sources	\$ -	\$ -	\$ -	\$ -
5800	State program	-	-	-	-
5900	Federal program	<u>214,497</u>	<u>1,431,057</u>	<u>15,402</u>	<u>153,962</u>
5020	Total revenues	<u>214,497</u>	<u>1,431,057</u>	<u>15,402</u>	<u>153,962</u>
EXPENDITURES					
Current:					
0011	Instruction	214,497	1,062,220	15,402	153,962
0012	Instructional resources and media services	-	-	-	-
0013	Curriculum and instructional staff development	-	-	-	-
0021	Instructional leadership	-	-	-	-
0023	School leadership	-	-	-	-
0031	Guidance, counseling and evaluation services	-	338,627	-	-
0032	Social work services	-	-	-	-
0033	Health services	-	-	-	-
0034	Student (pupil) transportation	-	30,210	-	-
0035	Food services	-	-	-	-
0036	Extracurricular activities	-	-	-	-
0041	General administration	-	-	-	-
0051	Facilities maintenance and operations	-	-	-	-
0052	Security and monitoring services	-	-	-	-
0053	Data processing services	-	-	-	-
0061	Community services	-	-	-	-
6030	Total expenditures	<u>214,497</u>	<u>1,431,057</u>	<u>15,402</u>	<u>153,962</u>
1200	Net change in fund balances	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
0100	Fund balance - beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
3000	Fund balance - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Special Revenue Funds						
240 National Breakfast and Lunch Program	244 Career and Technical - Basic Grant	255 ESEA II, A Training and Recruiting	263 Title III, A English Lang. Acquisition	282 ESSER III	283 ESSER Supplemental	289 Student Support and Academic Enrichment Program
\$ 4,435,828	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31,448	-	-	-	-	-	-
<u>2,332,550</u>	<u>49,402</u>	<u>87,587</u>	<u>75,733</u>	<u>852,518</u>	<u>1,520,522</u>	<u>454,469</u>
<u>6,799,826</u>	<u>49,402</u>	<u>87,587</u>	<u>75,733</u>	<u>852,518</u>	<u>1,520,522</u>	<u>454,469</u>
-	49,402	-	67,990	643,908	917,480	30,269
-	-	-	-	-	13,422	-
-	-	87,587	7,743	-	8,626	-
-	-	-	-	15,687	34,144	-
-	-	-	-	-	75,365	-
-	-	-	-	-	71,494	-
-	-	-	-	192,923	5,761	-
-	-	-	-	-	13,286	-
-	-	-	-	-	40,121	-
5,922,411	-	-	-	-	30,604	-
-	-	-	-	-	10,151	-
-	-	-	-	-	44,524	-
-	-	-	-	-	207,954	424,200
-	-	-	-	-	11,130	-
-	-	-	-	-	21,954	-
-	-	-	-	-	14,506	-
<u>5,922,411</u>	<u>49,402</u>	<u>87,587</u>	<u>75,733</u>	<u>852,518</u>	<u>1,520,522</u>	<u>454,469</u>
<u>877,415</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>529,471</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 1,406,886</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		Special Revenue Funds			
		410 State Instructional Materials	429 Other State Special Revenue Funds	461 Campus Activity Funds	481 AP Testing
REVENUES					
5700	Local and intermediate sources	\$ -	\$ -	\$ 1,649,080	\$ 183,180
5800	State program	214,569	43,539	-	-
5900	Federal program	-	-	-	-
5020	Total revenues	<u>214,569</u>	<u>43,539</u>	<u>1,649,080</u>	<u>183,180</u>
EXPENDITURES					
Current:					
0011	Instruction	214,569	-	1,067,555	-
0012	Instructional resources and media services	-	-	-	-
0013	Curriculum and instructional staff development	-	-	-	-
0021	Instructional leadership	-	-	-	-
0023	School leadership	-	-	-	-
0031	Guidance, counseling and evaluation services	-	-	-	19,362
0032	Social work services	-	-	-	-
0033	Health services	-	-	-	-
0034	Student (pupil) transportation	-	-	-	-
0035	Food services	-	-	-	-
0036	Extracurricular activities	-	-	420,300	-
0041	General administration	-	-	-	-
0051	Facilities maintenance and operations	-	-	-	-
0052	Security and monitoring services	-	43,539	-	-
0053	Data processing services	-	-	-	-
0061	Community services	-	-	-	-
6030	Total expenditures	<u>214,569</u>	<u>43,539</u>	<u>1,487,855</u>	<u>19,362</u>
1200	Net change in fund balances	<u>-</u>	<u>-</u>	<u>161,225</u>	<u>163,818</u>
0100	Fund balance - beginning	<u>-</u>	<u>-</u>	<u>905,307</u>	<u>44,434</u>
3000	Fund balance - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,066,532</u>	<u>\$ 208,252</u>

Special Revenue Funds					
486	488	489	490/491/492	498/499	Total
Athletic	PTA/PTO Donations	Other State and Local	Lake Travis Ed. Foundation Mini Grants	Lake Travis Ed. Foundation Mini Grants	Nonmajor Governmental Funds
\$ 667,289	\$ 134,584	\$ 199,279	\$ 450,000	\$ -	\$ 7,719,240
-	-	-	-	-	289,556
-	-	-	-	-	7,187,699
<u>667,289</u>	<u>134,584</u>	<u>199,279</u>	<u>450,000</u>	<u>-</u>	<u>15,196,495</u>
-	113,749	216,010	195,022	11,796	4,973,831
-	-	-	-	-	13,422
-	-	8,300	-	-	112,256
-	-	-	-	-	49,831
-	-	-	-	-	75,365
-	-	-	-	-	429,483
-	-	-	-	-	198,684
-	-	-	-	-	13,286
-	-	-	-	-	70,331
-	-	-	-	-	5,953,015
703,304	-	8,201	-	-	1,141,956
-	-	-	-	-	44,524
-	-	8,670	-	-	640,824
-	-	-	-	-	54,669
-	-	-	-	-	21,954
-	-	45,871	-	-	60,377
<u>703,304</u>	<u>113,749</u>	<u>287,052</u>	<u>195,022</u>	<u>11,796</u>	<u>13,853,808</u>
(36,015)	20,835	(87,773)	254,978	(11,796)	1,342,687
<u>204,056</u>	<u>56,261</u>	<u>397,967</u>	<u>328,360</u>	<u>11,796</u>	<u>2,477,652</u>
\$ <u>168,041</u>	\$ <u>77,096</u>	\$ <u>310,194</u>	\$ <u>583,338</u>	\$ <u>-</u>	\$ <u>3,820,339</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-3

COMBINING STATEMENT OF NET POSITION
ENTERPRISE FUNDS

AUGUST 31, 2022

	Community Education	Video Display Board	Total Enterprise Funds
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 1,854,046	\$ -	\$ 1,854,046
Total current assets	<u>1,854,046</u>	<u>-</u>	<u>1,854,046</u>
Noncurrent assets:			
Capital assets			
Buildings and improvements	-	493,399	493,399
Total noncurrent assets	<u>-</u>	<u>493,399</u>	<u>493,399</u>
Total assets	<u>1,854,046</u>	<u>493,399</u>	<u>2,347,445</u>
LIABILITIES			
Current liabilities:			
Accrued wages payable	78,179	-	78,179
Due to other funds	<u>14,017</u>	<u>-</u>	<u>14,017</u>
Total current liabilities	<u>92,196</u>	<u>-</u>	<u>92,196</u>
Total liabilities	<u>92,196</u>	<u>-</u>	<u>92,196</u>
NET POSITION			
Investment in capital assets	-	493,399	493,399
Unrestricted	<u>1,761,850</u>	<u>-</u>	<u>1,761,850</u>
Total net position	<u>\$ 1,761,850</u>	<u>\$ 493,399</u>	<u>\$ 2,255,249</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-4

COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
ENTERPRISE FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	Community Education	Video Display Board	Total Enterprise Funds
OPERATING REVENUES			
Local and intermediate sources	\$ 3,032,725	\$ 113,422	\$ 3,146,147
Total operating revenues	<u>3,032,725</u>	<u>113,422</u>	<u>3,146,147</u>
OPERATING EXPENSES			
Payroll costs	1,972,717	-	1,972,717
Professional and contracted services	374,011	-	374,011
Supplies and materials	132,997	-	132,997
Other operating costs	<u>144,787</u>	<u>36,675</u>	<u>181,462</u>
Total operating expenses	<u>2,624,512</u>	<u>36,675</u>	<u>2,661,187</u>
Total operating income (loss)	<u>408,213</u>	<u>76,747</u>	<u>484,960</u>
NONOPERATING REVENUES (EXPENSES)			
Loss on disposal of capital assets	-	(269,407)	(269,407)
Total nonoperating revenues (expenses)	<u>-</u>	<u>(269,407)</u>	<u>(269,407)</u>
Change in net position	<u>408,213</u>	<u>(192,660)</u>	<u>215,553</u>
Net position, beginning	<u>1,353,637</u>	<u>686,059</u>	<u>2,039,696</u>
Net position, ending	<u>\$ 1,761,850</u>	<u>\$ 493,399</u>	<u>\$ 2,255,249</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-5

COMBINING STATEMENT OF CASH FLOWS
ENTERPRISE FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	Community Education	Video Display Board	Total Enterprise Funds
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts for charges for services	\$ 3,032,725	\$ 113,422	\$ 3,146,147
Payments to employees	(1,956,580)	-	(1,956,580)
Payments to suppliers	(641,495)	(36,675)	(678,170)
Net cash provided by operating activities	<u>434,650</u>	<u>76,747</u>	<u>511,397</u>
CASH FLOWS FROM CAPITAL RELATED FINANCING ACTIVITIES			
Acquisition and construction of capital assets	-	(493,399)	(493,399)
Net cash used for capital related financing activities	<u>-</u>	<u>(493,399)</u>	<u>(493,399)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	<u>434,650</u>	<u>(416,652)</u>	<u>17,998</u>
CASH AND CASH EQUIVALENTS, BEGINNING	<u>1,419,396</u>	<u>416,652</u>	<u>1,836,048</u>
CASH AND CASH EQUIVALENTS, ENDING	<u>1,854,046</u>	<u>-</u>	<u>1,854,046</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating income	408,213	76,747	484,960
Adjustments to reconcile operating income to net cash provided by operating activities:			
Increase (decrease) in due to other funds	14,017	-	14,017
Increase (decrease) in accounts payable	(3,717)	-	(3,717)
Increase (decrease) in accrued wages payable	<u>16,137</u>	<u>-</u>	<u>16,137</u>
Net cash provided by operating activities	<u>\$ 434,650</u>	<u>\$ 76,747</u>	<u>\$ 511,397</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-6

COMBINING STATEMENT OF NET POSITION
INTERNAL SERVICE FUNDS

AUGUST 31, 2022

	<u>Workers Compensation</u>	<u>Self Funded Health Insurance</u>	<u>DSA/HSA</u>	<u>Total Internal Service Funds</u>
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 1,098,170	\$ 2,101,598	\$ 135,887	\$ 3,335,655
Investments current	190,908	-	-	190,908
Due from other funds	<u>-</u>	<u>199,763</u>	<u>-</u>	<u>199,763</u>
Total current assets	<u>1,289,078</u>	<u>2,301,361</u>	<u>135,887</u>	<u>3,726,326</u>
 Total assets	 <u>1,289,078</u>	 <u>2,301,361</u>	 <u>135,887</u>	 <u>3,726,326</u>
LIABILITIES				
Current liabilities:				
Due to other funds	376,949	-	-	376,949
Accrued expenses	<u>178,716</u>	<u>520,156</u>	<u>-</u>	<u>698,872</u>
Total current liabilities	<u>555,665</u>	<u>520,156</u>	<u>-</u>	<u>1,075,821</u>
 Total liabilities	 <u>555,665</u>	 <u>520,156</u>	 <u>-</u>	 <u>1,075,821</u>
NET POSITION				
Unrestricted	<u>733,413</u>	<u>1,781,205</u>	<u>135,887</u>	<u>2,650,505</u>
Total net position	<u>\$ 733,413</u>	<u>\$ 1,781,205</u>	<u>\$ 135,887</u>	<u>\$ 2,650,505</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-7

COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
INTERNAL SERVICE FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	<u>Workers Compensation</u>	<u>Self Funded Health Insurance</u>	<u>DSA/HSA</u>	<u>Total Internal Service Funds</u>
OPERATING REVENUES				
Local and intermediate sources	\$ <u>174,166</u>	\$ <u>12,233,526</u>	\$ <u>291,486</u>	\$ <u>12,699,178</u>
Total operating revenues	<u>174,166</u>	<u>12,233,526</u>	<u>291,486</u>	<u>12,699,178</u>
OPERATING EXPENSES				
Professional and contracted services	228,125	38,029	-	266,154
Claims	164,996	11,580,503	273,224	12,018,723
Other operating costs	<u>91,645</u>	<u>-</u>	<u>-</u>	<u>91,645</u>
Total operating expenses	<u>484,766</u>	<u>11,618,532</u>	<u>273,224</u>	<u>12,376,522</u>
Operating income (loss)	<u>(310,600)</u>	<u>614,994</u>	<u>18,262</u>	<u>322,656</u>
NON-OPERATING REVENUES				
Investment and interest income	<u>2,702</u>	<u>2,619</u>	<u>223</u>	<u>5,544</u>
Total non-operating revenues	<u>2,702</u>	<u>2,619</u>	<u>223</u>	<u>5,544</u>
Change in net position	<u>(307,898)</u>	<u>617,613</u>	<u>18,485</u>	<u>328,200</u>
Net position, beginning	<u>1,041,311</u>	<u>1,163,592</u>	<u>117,402</u>	<u>2,322,305</u>
Net position, ending	\$ <u>733,413</u>	\$ <u>1,781,205</u>	\$ <u>135,887</u>	\$ <u>2,650,505</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT H-8

COMBINING STATEMENT OF CASH FLOWS
INTERNAL SERVICE FUNDS

FOR THE YEAR ENDED AUGUST 31, 2022

	Workers Compensation	Self Funded Health Insurance	DSA/HSA	Total Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from contributors	\$ 174,166	\$ 12,233,526	\$ 291,486	\$ 12,699,178
Payments to suppliers	(319,770)	(38,029)	-	(357,799)
Claims paid	(163,680)	(10,427,683)	(273,224)	(10,864,587)
Net cash provided by (used in) operating activities	(309,284)	1,767,814	18,262	1,476,792
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Cash received from other funds	376,949	-	-	376,949
Net cash provided by noncapital financing activities	376,949	-	-	376,949
CASH FLOWS FROM INVESTING ACTIVITIES				
Purchase of investments	(190,908)	-	-	(190,908)
Interest received	2,702	2,619	223	5,544
Net cash provided by (used in) investing activities	(188,206)	2,619	223	(185,364)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS				
	(120,541)	1,770,433	18,485	1,668,377
CASH AND CASH EQUIVALENTS, BEGINNING				
	1,218,711	331,165	117,402	1,667,278
CASH AND CASH EQUIVALENTS, ENDING				
	1,098,170	2,101,598	135,887	3,335,655
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES				
Operating income (loss)	(310,600)	614,994	18,262	322,656
Adjustments to reconcile operating income to net cash provided by operating activities:				
Decrease (increase) in due from other funds	-	1,529,034		1,529,034
Increase (decrease) in accrued expenses	1,316	(376,214)	-	(374,898)
Net cash provided by (used in) operating activities	\$(309,284)	\$ 1,767,814	\$ 18,262	\$ 1,476,792

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REQUIRED TEA SCHEDULES

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF DELINQUENT TAXES RECEIVABLE

FOR THE YEAR ENDED AUGUST 31, 2022

Last Ten Years Ended August 31,	Tax Rates		3 Net Assessed/ Appraised Value for School Tax Purpose	10 Beginning Balance 9/1/2021
	1 Maintenance	2 Debt Service		
2013 and prior years	various	various	various	\$ 537,695
2014	1.040000	0.367500	7,115,224,770	147,032
2015	1.040000	0.367500	7,911,588,785	121,698
2016	1.040000	0.367500	8,957,914,229	118,616
2017	1.040000	0.367500	9,984,903,074	168,556
2018	1.060000	0.347500	10,969,867,472	313,424
2019	1.060000	0.347500	12,241,356,541	381,695
2020	0.990000	0.347500	13,097,820,672	654,561
2021	0.976400	0.347500	13,423,952,554	1,347,025
2022	0.882600	0.347500	14,862,248,516	-
1000 Totals				\$ <u>3,790,302</u>

20	31	32	40	50
Current Year's Total Levy	Maintenance Total Collections	Debt Service Total Collections	Entire Year's Adjustments	Ending Balance 8/31/2022
\$ -	\$ 5,614	\$ 1,984	\$ (908)	\$ 529,189
-	4,519	1,597	-	140,916
-	4,781	1,689	-	115,228
-	6,254	2,210	-	110,152
-	(26,649)	(9,417)	(60,626)	143,996
-	(92,736)	(30,402)	(155,147)	281,415
-	(53,962)	(17,691)	(122,325)	331,023
-	(12,106)	(4,249)	(222,979)	447,937
-	(58,923)	(23,886)	(919,983)	509,851
<u>182,820,519</u>	<u>131,629,926</u>	<u>47,760,692</u>	<u>(2,198,112)</u>	<u>1,231,789</u>
\$ <u>182,820,519</u>	\$ <u>131,406,718</u>	\$ <u>47,682,527</u>	\$ <u>(3,680,080)</u>	\$ <u>3,841,496</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT J-2

SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL- NATIONAL BREAKFAST AND LUNCH PROGRAM

FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
		Original	Final		
REVENUES					
5700	Local and intermediate sources	\$ 5,311,000	\$ 4,011,000	\$ 4,435,828	\$ 424,828
5800	State program	9,000	22,000	31,448	9,448
5900	Federal program	530,000	2,330,000	2,332,550	2,550
5020	Total revenues	<u>5,850,000</u>	<u>6,363,000</u>	<u>6,799,826</u>	<u>436,826</u>
EXPENDITURES					
Current:					
0035	Food service	5,318,861	5,850,000	5,922,411	(72,411)
0051	Facilities maintenance and operations	531,139	-	-	-
6030	Total expenditures	<u>5,850,000</u>	<u>5,850,000</u>	<u>5,922,411</u>	<u>(72,411)</u>
1200	Net change in fund balances	<u>-</u>	<u>513,000</u>	<u>877,415</u>	<u>364,415</u>
0100	Fund balance - Beginning	<u>529,471</u>	<u>529,471</u>	<u>529,471</u>	<u>-</u>
3000	Fund balance - Ending	<u>\$ 529,471</u>	<u>\$ 1,042,471</u>	<u>\$ 1,406,886</u>	<u>\$ 364,415</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT J-3

SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - DEBT SERVICE FUND
FOR THE YEAR ENDED AUGUST 31, 2022

Data Control Codes		Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
		Original	Final		
REVENUES					
5700	Local and intermediate sources	\$ 53,500,000	\$ 48,515,000	\$ 47,998,225	\$(516,775)
5800	State program	<u>100,000</u>	<u>200,000</u>	<u>205,029</u>	<u>5,029</u>
5020	Total revenues	<u>53,600,000</u>	<u>48,715,000</u>	<u>48,203,254</u>	<u>(511,746)</u>
EXPENDITURES					
Debt service:					
0071	Principal on long-term debt	33,930,000	33,930,000	33,930,000	-
0072	Interest on long-term debt	14,428,398	14,428,398	13,733,010	695,388
0072	Bond issuance costs and fees	<u>131,602</u>	<u>131,602</u>	<u>13,851</u>	<u>117,751</u>
6030	Total expenditures	<u>48,490,000</u>	<u>48,490,000</u>	<u>47,676,861</u>	<u>813,139</u>
1100	Excess (deficiency) of revenues over (under) expenditures	<u>5,110,000</u>	<u>225,000</u>	<u>526,393</u>	<u>301,393</u>
0100	Fund balance - Beginning	<u>7,025,808</u>	<u>7,025,808</u>	<u>7,025,808</u>	<u>-</u>
3000	Fund balance - Ending	<u>\$ 12,135,808</u>	<u>\$ 7,250,808</u>	<u>\$ 7,552,201</u>	<u>\$ 301,393</u>

USE OF FUNDS REPORT - SELECT STATE ALLOTMENT PROGRAMS

FOR THE YEAR ENDED AUGUST 31, 2022

Section A: Compensatory Education Programs

AP1	Did your LEA expend any state compensatory education program state allotment funds during the district’s fiscal year?	Yes
AP2	Does the LEA have written policies and procedures for its state compensatory education program?	Yes
AP3	List the total state allotment funds received for state compensatory education programs during the district’s fiscal year.	\$ 1,515,129
AP4	List the actual direct program expenditures for state compensatory education programs during the LEA’s fiscal year. (PICs 24, 26, 28, 29, 30, 34)	\$ 1,924,448

Section B: Bilingual Education Programs

AP5	Did your LEA expend any bilingual education program state allotment funds during the LEA’s fiscal year?	Yes
AP6	Does the LEA have written policies and procedures for its bilingual education program?	Yes
AP7	List the total state allotment funds received for bilingual education programs during the LEA’s fiscal year.	\$ 475,386
AP8	List the actual direct program expenditures for bilingual education programs during the LEA’s fiscal year. (PICs 25, 35)	\$ 399,812

SCHEDULE OF REQUIRED RESPONSES TO SELECTED SCHOOL FIRST INDICATORS

FOR THE YEAR ENDED AUGUST 31, 2022

SF1	Was there an unmodified opinion in the Annual Financial Report on the financial statements as a whole?	Yes
SF2	Were there any disclosures in the Annual Financial Report and/or other sources of information concerning nonpayment of any terms of any debt agreement at fiscal year-end?	No
SF3	Did the school district make timely payments to the Teacher Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies?	Yes
SF4	Was the school district issued a warrant hold? Even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days, the school district is considered to have been issued a warrant hold.	No
SF5	Did the Annual Financial Report disclose any instances of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds?	No
SF6	Was there any disclosure in the Annual Financial Report of material noncompliance for grants, contracts, and laws related to local, state, or federal funds?	No
SF7	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?	Yes
SF8	Did the school board members discuss the school district's property values at a board meeting within 120 days before the school district adopted its budget?	Yes
SF9	Total accumulated accretion on CABs included in government-wide financial statements at fiscal year-end.	\$ <u>728,069</u>

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FEDERAL AWARDS SECTION

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Board of Trustees
Lake Travis Independent School District
Austin, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Lake Travis Independent School District (the "District"), as of and for the year ended August 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated December 14, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2022-001 that we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

District's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the District's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The District's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
December 14, 2022

**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE**

Board of Trustees of
Lake Travis Independent School District
Austin, Texas

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Lake Travis Independent School District’s (the “District”) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Lake Travis Independent School District’s major federal programs for the year ended August 31, 2022. The District’s major federal programs are identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended August 31, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the District’s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the District’s federal Programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
December 14, 2022

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

EXHIBIT K-1

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED AUGUST 31, 2022

(1) Federal Grantor/ Pass-through Grantor/ Grantor/Program Title	(2) Assistance Listing Number	(2A) Pass-through Entity Identifying Number	(3) Federal Expenditures
U. S. DEPARTMENT OF AGRICULTURE			
Passed through the Texas Education Agency:			
School Breakfast Program (SBP)	10.553	71402101	\$ 22,360
School Breakfast Program (SBP)	10.553	71402201	<u>178,870</u>
Total Assistance Listing Number 10.553			<u>201,230</u>
National School Lunch Program (NSLP)	10.555	71302101	224,968
National School Lunch Program (NSLP)	10.555	71302201	<u>1,788,931</u>
Total Passed through the Texas Education Agency			<u>2,215,129</u>
Passed through the Texas Department of Agriculture:			
Supply Chain Assistance Program - COVID-19	10.555	CE 00177	34,389
National School Lunch Program - Non-Cash Assistance	10.555	CE 00177	<u>82,418</u>
Total Assistance Listing Number 10.555			<u>2,130,706</u>
Total Child Nutrition Cluster			<u>4,345,835</u>
EBT Administration Expense Reimbursement - COVID-19	10.542	CEID 01074	<u>614</u>
Total Passed through the Texas Department of Agriculture			<u>117,421</u>
TOTAL U. S. DEPARTMENT OF AGRICULTURE			<u>2,332,550</u>
U. S. DEPARTMENT OF EDUCATION			
Passed through the Texas Education Agency:			
ESEA, Title I, Part A - Improving Basic Programs	84.010A	22610101037904	214,497
IDEA - Part B, Formula	84.027A	226600012279136600	1,431,057
IDEA - Part B, High Cost Fund	84.027A	66002206	<u>153,962</u>
Total Assistance Listing Number 84.027			<u>1,585,019</u>
IDEA - Part B, Preschool	84.173A	226610012279136610	<u>15,402</u>
Total Special Education Cluster (IDEA)			<u>1,600,421</u>
Carl D Perkins Basic Formula Grant - Career and Tech	84.048A	22420006227913	49,402
Title III, Part A - English Language Acquisition	84.365A	22671001227913	75,733
ESEA, Title II, Part A - Supporting Effective Instruction	84.367A	22694501227913	87,587
LEP Summer School	84.369A	69552002	4,424
Title IV, Part A, Subpart 1	84.424A	22680101227913	25,814
Elementary & Secondary School Emergency Relief Fund (ESSER III) - COVID-19	84.425U	21528001227913	852,518
Elementary & Secondary School Emergency Relief Fund (ESSER Supplemental) - COVID-19	84.425U	21528043227913	<u>1,520,522</u>
Total Assistance Listing Number 84.425			<u>2,373,040</u>
Total Passed through the Texas Education Agency			<u>4,430,918</u>
TOTAL U. S. DEPARTMENT OF EDUCATION			<u>4,430,918</u>
U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Passed through the Texas Education Agency:			
School Health Support Grant - COVID-19	93.323	39352201227913	<u>424,231</u>
Total Passed through the Texas Education Agency			<u>424,231</u>
Passed through the Texas Health and Human Services Commission:			
Medicaid Administrative Claiming Program (Medicaid Cluster)	93.778	065953401	<u>89,742</u>
Total passed through the Texas Health and Human Services Commission			<u>89,742</u>
TOTAL U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES			<u>513,973</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$ 7,277,441</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

AUGUST 31, 2022

GENERAL

The Schedule of Expenditures of Federal Awards (SEFA) presents the activity of all applicable federal award programs of Lake Travis Independent School District. The District’s reporting entity is defined in Note I of the financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, are included on the SEFA.

BASIS OF ACCOUNTING

The SEFA is presented using the modified accrual basis of accounting. The District’s significant accounting policies, including the modified accrual basis of accounting, are presented in Note 1 of the basic financial statements. The SEFA is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some of the amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

PASS-THROUGH EXPENDITURES

None of the federal programs expended by the District were provided to subrecipients.

INDIRECT COSTS

The District did not elect to use a de minimis cost rate of 10% as described at 2 CFR §200.414(f)—Indirect (F&A) costs.

RECONCILIATION OF FEDERAL REVENUES AND THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Total federal revenues reported on Exhibit C-3	\$ 7,743,093
School health and related services (SHARS)	(465,652)
Total expenditures of federal awards reported on SEFA, Exhibit K-1	\$ <u>7,277,441</u>

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED AUGUST 31, 2022

Summary of Auditor's Results

Financial Statements:

Type of auditor's report issued	Unmodified
Internal control over financial reporting: Material weakness(es) identified?	No
Significant deficiency(ies) identified, that were not considered a material weakness	Item 2022-001
Material noncompliance to the financial statements noted?	None

Federal Awards:

Internal control over major programs: Material weakness(es) identified?	No
Significant deficiency(ies) identified, that were not considered a material weakness	None reported

Type of auditor's report on compliance for major programs	Unmodified
--	------------

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	None
---	------

Identification of major programs: Assistance Listing Numbers: 10.553, 10.555	Name of Federal Program or Cluster: Child Nutrition Cluster
84.425	Elementary & Secondary School Emergency Relief Fund (ESSER) - COVID-19

Dollar threshold used to distinguish between type A and type B programs	\$750,000
--	-----------

Auditee qualified as low-risk auditee?	Yes
--	-----

Findings Relating to the Financial Statements

See 2022-001 on next page

Findings and Questioned Costs for Federal Awards

None

SCHEDULE OF PRIOR YEAR AUDIT FINDINGS

Item: 2021-001

Criteria: The District must amend the official budget before exceeding a functional expenditure category as expenditures from governmental funds cannot be made without authority of appropriation in accordance with Texas Education Code Section 44.006.

Condition /Context: The instructional resources and media services, instructional leadership, school leadership, guidance, counseling and evaluation services, social work services, health services, general administration, and facilities maintenance and operations functions in the General Fund exceeded budgeted amounts by \$6,813, \$73,337, \$138,868, \$117,762, \$878, \$30,741, \$61,248 and \$548,050, respectively, for the year ended August 31, 2021. The debt service function in the Debt Service Fund exceeded budgeted amounts by \$601,457 for the year ended August 31, 2021. The food services function in the Food and Nutrition Services Fund exceeded budgeted amounts by \$382,786 for the year ended August 31, 2021.

Effect: Noncompliance with legal requirements for school district budgets formulated by the State of Texas and the Texas Education Agency ("TEA").

Cause: For the General Fund, the budget overages were due to the following factors: (1) the District switched to a new financial accounting software system one month prior to the end of the fiscal year. The original system was not accessible to finish out the year. The change in the payroll accrual method between the two systems caused several function areas to go over budget. The District was not able to amend its budget in the General Fund prior to the end of the year based on the timing of the final payroll accrual process at year end; and (2) the District underestimated the start-up costs for opening schools in August 2021 after a year of on campus and remote instruction due to the COVID-19 pandemic. For the Debt Service Fund, the budget overage was due to the District's oversight in posting the accounting entries for the final closing of the Series 2020 Refunding Bonds. The error was not discovered prior to the final budget amendment approved in August 2021. For the Food and Nutrition Services Fund, the budget overage was due to the District underestimating the start-up costs for opening schools in August after a year of on campus and remote instruction due to the COVID-19 pandemic which resulted in a decrease in participation of the food service program.

Recommendations: The District should monitor actual expenditures by function incurred and amend the budgeted expenditures by function as necessary by the end of the fiscal year.

Status: This finding recurred in fiscal year 2022. For the General Fund, the budget overages were due to the District switching to a new financial accounting software system at the beginning of the year that had a change in the payroll accrual method. The final payroll run for the fiscal year on August 25, 2022, caused the function 11 area to go over budget due to a significant increase in payroll accrual over the prior year. For the Food and Nutrition Services Fund, the budget overage was due to the District underestimating the start-up food costs due to an inflation rate of 8% and supply chain issues creating the need for increased inventory of goods over the prior year.

**Lake Travis Independent School District
Corrective Action Plan
Fiscal Year Ending August 31, 2022**

Corrective Action Plan for Finding 2022-001(Auditee Prepared)

Finding 2022-001 (Recurring)

Planned Corrective Action: District management will implement additional procedures to monitor budget to actual expenditures throughout the fiscal year and to ensure actual spending, by function area, are within year ending budgeted totals.

District management will monitor the expenditures associated with opening schools each fiscal year and properly budget prior to the end of the fiscal year.

District management will implement additional procedures to ensure the posting of all closing accounting entries are completed timely during the fiscal year.

Responsible Party: Pam Sanchez, Assistant Superintendent of Business Services

Estimated Completion Date: August 31, 2023

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AGENDA ITEM ACTION SHEET

AGENDA ITEM

C&I Update - STAAR Redesign and Interim Assessment Data

RECOMMENDED ACTION

For Presentation/Discussion only.

RATIONALE

The STAAR redesign is a result of House Bill (HB) 3906 passed by the 86th Texas Legislature in 2019. There are four main components: online testing, new question types, cross-curricular passages, and evidence-based writing.

TEA offers Interim Assessments that are optional and online aligned to the TEKS that helps educators monitor student progress and predict the probability of student performance on STAAR. They have blueprints similar to STAAR and use the same testing platform. LTISD administered the first round November 7th-11th with makeups November 14th-18th. The results of this assessment will be shared.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Stefani Vickery - Assistant Superintendent of Curriculum & Instruction

Dr. Lyndsa Benton - Executive Director of Curriculum & Instruction

Kathy Burbank - Director of Accountability & Assessment

ATTACHMENTS

Presentation

MEETING DATE

December 14, 2022

STAAR Redesign (2.0) Fall Interim Results

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December 14, 2022

Feedback from hundreds of educators informed the main components of the STAAR redesign

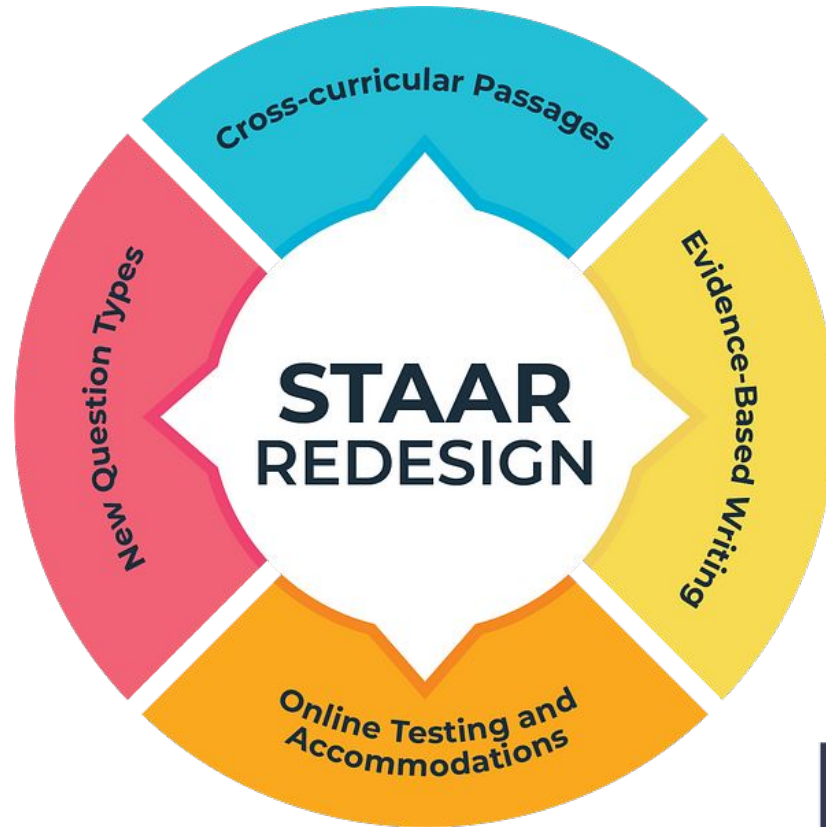
#	<i>In effective classrooms, teachers are...</i>		<i>...and avoid less effective practices by...</i>
1	Coherently building students' background knowledge and vocabulary in all subject areas...		...not just having students read passages on random topics
2	Asking students to write about what they read using evidence from text...		...not just reading without writing
3	Providing various open-ended formats for students to respond to questions...		...not just having students select among multiple choices
4	Supporting the learning needs of all students by providing appropriate accommodations...		...not requiring all students to perform without appropriate supports

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The components of the STAAR redesign are intended to improve the alignment of the test with the classroom experience

	<i>In effective classrooms, teachers are...</i>		<i>The STAAR redesign will...</i>
1	Coherently building students' background knowledge and vocabulary in all subject areas...		 Prioritize cross-curricular passages in RLA that reference topics that students have learned about in other classes
2	Asking students to write about what they read using evidence from text...		 Include writing in all RLA tests , reflecting our updated TEKS, and having students write text-based responses 133
3	Providing various open-ended formats for students to respond to questions...		 Add new, non-multiple-choice questions that are more like questions teachers ask in class
4	Supporting the learning needs of all students by providing appropriate accommodations...		 Move to online assessments that provide a full suite of robust accommodations for students with specific learning needs
5	 Moving to online assessments supports all the changes above and provides faster test results to support accelerated learning.		

Four Major Components of STAAR Redesign



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Assessments provide educators and parents with helpful information to support strong teaching and guide students to their full potential. State of Texas Assessments of Academic Readiness (STAAR®) is a summative assessment that serves several primary purposes, including determining student mastery of Texas Essential Knowledge and Skills (TEKS); determining effectiveness of curriculum and instruction programs; helping determine which individual students should receive additional holistic supports; and serving as a bar for rigor and standards alignment in planning.

State and federal laws require a redesign of the STAAR that will ensure it is more aligned with how students are learning in the classroom. Beginning with the spring 2023 STAAR administration, students who test online will interact with a variety of new question types in addition to traditional multiple-choice questions. **The following table indicates all preliminary new question types*** and the subject areas and grade levels where they could appear on the summative test.

Question Type	Question Type Description	Math	Reading Language Arts	Science	Social Studies
Equation Editor	Student can write responses in the form of fractions, expressions, equations, or inequalities.	Grades 3–8 EOC			
Text Entry	Student responds by typing a brief string of text such as a number, word, or phrase.	Grades 3–8 EOC	Grades 6–8 EOC	Grade 8 EOC	
Graphing	Student selects points, draws lines, drags bar graphs, and performs other functions to independently create different types of graphs.	Grades 3–8 EOC			
Number Line	Student selects a point, an open or closed circle, and a direction arrow to demonstrate a solution set on a number line.	Grades 6–8 EOC			
Inline Choice	Student selects the correct answer(s) from one or more drop-down menu(s).	Grades 3–8 EOC	Grades 3–8 EOC		Grade 8 EOC
Hot Spot	Student responds by selecting one or more specific areas of a graphic.	Grades 3–8 EOC		Grades 5, 8 EOC	Grade 8 EOC
Hot Text	Student cites evidence by selecting highlighted text in a sentence, paragraph, or extended reading.		Grades 3–5		Grade 8 EOC
Fraction Model	Student represents a fraction by dividing an object into the correct number of sections to indicate the denominator and clicking to shade the appropriate number of sections to indicate the numerator.	Grades 3–5			
Drag and Drop	Student evaluates a given number of options (words, numbers, symbols, etc.) and chooses which response(s) to drag to a given area (diagram, map, chart, etc.)	Grades 3–8 EOC		Grades 5, 8 EOC	Grade 8 EOC
Multipart	Student responds to a two-part question where parts A and B are scored separately. In many cases, part B asks the student to give evidence or explain their thinking for their answer to part A.		Grades 3–8 EOC	Grades 5, 8 EOC	Grade 8 EOC
Match Table Grid	Student matches statements or objects to different categories presented in a table grid.	Grades 6–8 EOC	Grade 8 EOC		Grade 8 EOC
Multiselect	Student can select more than one correct answer from a set of possible answers.	Grades 3–8 EOC	Grades 3–8 EOC	Grades 5, 8 EOC	Grade 8 EOC
Short Constructed Response	Student gives a brief explanation in their own words to demonstrate their understanding of content.		Grades 3–8 EOC	Grades 5, 8 EOC	Grade 8 EOC
Extended Constructed Response	Student writes an in-depth response by explaining, analyzing, and evaluating information provided in a reading selection or stimulus.		Grades 3–8 EOC		

In addition to accommodations for students who need them, online testing also offers accessibility tools for all students

Accessibility Tools

- ★ Highlighter
- ★ Notepad
- ★ Help
- ★ Guideline
- ★ Color
- ★ Zoom
- ★ Mouse Pointer
- ★ Line Reader
- ★ Mark for Review
- ★ Answer Eliminator

Content-Specific Accessibility Tools

- ★ Basic, Scientific, and Graphing Calculators
- ★ Customary and Metric Rulers
- ★ Mathematics Reference Materials
- ★ Science Reference Materials
- ★ Dictionary

Tools to Support Student-specific Accommodations

- ★ Content and language supports (pop-ups, rollovers, and pre-reads)
- ★ Text-to-speech 136
- ★ Speech-to-text
- ★ Refreshable braille
- ★ ASL videos
- ★ Spelling Assistance
- ★ Basic calculators for certain tests

The transition to online testing opens the door to a number of benefits

Primary benefits of online testing include...



Broader access to accommodations

For example, struggling readers have access to pop-ups that clarify vocabulary through the use of simpler language or pictures.



Faster test scores and results

Not having to ship and scan materials means that educators and parents can get student results quicker.



Improved test operations

Reduces the number of materials needed for special administrations of STAAR and eliminates the need to match test materials for oral administrations.



Allows for new, non-multiple-choice questions

Enables more interactive and engaging questions that give students more opportunities to show what they know.

70% of other states have already transitioned to full online testing, including a number of states with highly rural populations.

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Previous studies have shown no difference in performance between students who test online and students who test on paper

Different types of assessment serve different purposes

1. Diagnostic



What: A test measuring student knowledge and skills on any variety of student expectations

When: Prior to new instructional cycle or school year

Why: To inform instructional plans and curriculum to meet the needs of individual students

Example: Beginning of Year (BOY) assessments, Universal Screeners

2. Formative



What: Ongoing process of measuring student performance on specific student expectations

When: Often, throughout the year

Why: To inform instructional choices, student supports, and updates to planning within existing curricular structures

Example: Curricular-embedded tests administered, and unit assessments included within high quality instructional materials

3. Interim



What: Measure student performance and understanding against grade-level standards

When: At check-points a few of times a year

Why: To monitor progress, predict summative performance, and identify students for intervention

Example: STAAR Interim Assessments

4. Summative



What: Measure student mastery of a broad span of student expectations

When: At the end of an instructional cycle or school year

Why: Campuses and districts use data to determine effectiveness of their programs, report summative mastery, and inform future planning

Example: STAAR, STAAR Alternate 2, TELPAS, and TELPAS Alternate



Design of Interim Assessments

“The grades 3–8 mathematics and reading; grades 3–5 Spanish mathematics and reading; Algebra I; English I; and English II assessments were developed using the MST (multistage testing) design. These tests began with a set of questions that was the same for all students in the first section. Then, students were routed to an appropriate section in the second stage based on their performance in the first section. These assessments were shorter than their corresponding STAAR assessments.”

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“The interim assessment blueprints are proportionally shortened versions of their corresponding STAAR assessment blueprints.”

Use of Interim Assessment Results

“Interim test results are intended to provide additional information about student learning and understanding that can be used in tandem with educator knowledge to create active learning environments. This tool is intended to support educators in tailoring instructional practice to address individual students’ needs during learning, thereby providing opportunities to improve the learning outcomes for students in Texas. The interim test results are not tied to accountability and not intended for comparing the performance of different demographics or program groups. When using the interim results, one should consider the difference in students’ motivation towards interim and summative assessments in general.”

Test Validity

“The prediction accuracy of the interim test scores is 75 and 70 percent on the Approaches and Meets performance levels, respectively. Prediction accuracy is the percentage of the number of correctly predicted students to the total of students¹⁴¹ administered.”

Fall Interim Algebra 1

Campus	Total	Student Count	Average Scale Score	Predicted STAAR Performance
ESC		4887	3634	<p>Percent Count: 41% (2011), 43% (2119), 11% (525), 5% (232)</p>
District		849	3814	<p>Percent Count: 23% (197), 48% (408), 20% (164), 9% (28)</p>
<u>BEE CAVE MIDDLE</u>		149	4003	<p>Percent Count: 6% (9), 47% (70), 31% (46), 16% (24)</p>
<u>HUDSON BEND MID...</u>		93	4092	<p>Percent Count: 4% (3), 36% (33), 40% (38), 20% (19)</p>
<u>LAKE TRAVIS H S</u>		480	3631	<p>Percent Count: 37% (179), 53% (253), 8% (39), 2% (9)</p>
<u>LAKE TRAVIS MIDDLE</u>		127	4077	<p>Percent Count: 4% (5), 40% (52), 35% (44), 21% (26)</p>


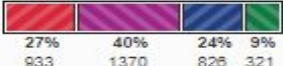

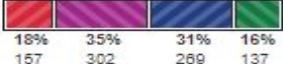








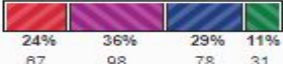


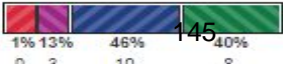





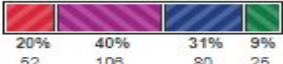


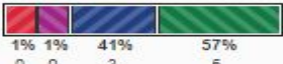






Fall Interim Math 8

Campus	Total	Total												
		Student Count	Average Scale Score	Predicted STAAR Performance										
ESC		3464	1594 i	<table border="1"> <tr> <td>Percent</td> <td>45%</td> <td>29%</td> <td>20%</td> <td>6%</td> </tr> <tr> <td>Count</td> <td>1569</td> <td>995</td> <td>696</td> <td>204</td> </tr> </table> i	Percent	45%	29%	20%	6%	Count	1569	995	696	204
Percent	45%	29%	20%	6%										
Count	1569	995	696	204										
District		814	1651 i	<table border="1"> <tr> <td>Percent</td> <td>27%</td> <td>27%</td> <td>33%</td> <td>13%</td> </tr> <tr> <td>Count</td> <td>223</td> <td>216</td> <td>268</td> <td>107</td> </tr> </table> i	Percent	27%	27%	33%	13%	Count	223	216	268	107
Percent	27%	27%	33%	13%										
Count	223	216	268	107										
<u>BEE CAVE MIDDLE</u>		278	1665 i	<table border="1"> <tr> <td>Percent</td> <td>23%</td> <td>26%</td> <td>36%</td> <td>15%</td> </tr> <tr> <td>Count</td> <td>65</td> <td>71</td> <td>101</td> <td>41</td> </tr> </table> i	Percent	23%	26%	36%	15%	Count	65	71	101	41
Percent	23%	26%	36%	15%										
Count	65	71	101	41										
<u>HUDSON BEND MID...</u>		280	1621 i	<table border="1"> <tr> <td>Percent</td> <td>36%</td> <td>29%</td> <td>25%</td> <td>10%</td> </tr> <tr> <td>Count</td> <td>102</td> <td>80</td> <td>71</td> <td>27</td> </tr> </table> i	Percent	36%	29%	25%	10%	Count	102	80	71	27
Percent	36%	29%	25%	10%										
Count	102	80	71	27										
<u>LAKE TRAVIS MIDDLE</u>		256	1670 i	<table border="1"> <tr> <td>Percent</td> <td>22%</td> <td>25%</td> <td>38%</td> <td>15%</td> </tr> <tr> <td>Count</td> <td>56</td> <td>65</td> <td>98</td> <td>39</td> </tr> </table> i	Percent	22%	25%	38%	15%	Count	56	65	98	39
Percent	22%	25%	38%	15%										
Count	56	65	98	39										



































Fall Interim Math 7

Campus	1 Total	Total												
		Student Count	Average Scale Score	Predicted STAAR Performance										
ESC		2706	1566 i	<table border="1"> <tr> <td>Percent</td> <td>43%</td> <td>36%</td> <td>16%</td> <td>5%</td> </tr> <tr> <td>Count</td> <td>1171</td> <td>982</td> <td>436</td> <td>117</td> </tr> </table> i	Percent	43%	36%	16%	5%	Count	1171	982	436	117
Percent	43%	36%	16%	5%										
Count	1171	982	436	117										
District		413	1596 i	<table border="1"> <tr> <td>Percent</td> <td>30%</td> <td>41%</td> <td>24%</td> <td>5%</td> </tr> <tr> <td>Count</td> <td>124</td> <td>170</td> <td>97</td> <td>22</td> </tr> </table> i	Percent	30%	41%	24%	5%	Count	124	170	97	22
Percent	30%	41%	24%	5%										
Count	124	170	97	22										
<u>BEE CAVE MIDDLE</u>		126	1603 i	<table border="1"> <tr> <td>Percent</td> <td>27%</td> <td>41%</td> <td>26%</td> <td>6%</td> </tr> <tr> <td>Count</td> <td>34</td> <td>52</td> <td>32</td> <td>8</td> </tr> </table> i	Percent	27%	41%	26%	6%	Count	34	52	32	8
Percent	27%	41%	26%	6%										
Count	34	52	32	8										
<u>HUDSON BEND MID...</u>		159	1586 i	<table border="1"> <tr> <td>Percent</td> <td>34%</td> <td>40%</td> <td>21%</td> <td>5%</td> </tr> <tr> <td>Count</td> <td>54</td> <td>63</td> <td>34</td> <td>8</td> </tr> </table> i	Percent	34%	40%	21%	5%	Count	54	63	34	8
Percent	34%	40%	21%	5%										
Count	54	63	34	8										
<u>LAKE TRAVIS MIDDLE</u>		128	1601 i	<table border="1"> <tr> <td>Percent</td> <td>28%</td> <td>43%</td> <td>24%</td> <td>5%</td> </tr> <tr> <td>Count</td> <td>36</td> <td>55</td> <td>31</td> <td>6</td> </tr> </table> i	Percent	28%	43%	24%	5%	Count	36	55	31	6
Percent	28%	43%	24%	5%										
Count	36	55	31	6										


























Fall Interim Math 6

ESC	3450	1551 	 <p>Percent Count</p> <p>27% 40% 24% 9% 933 1370 828 321</p>
District	865	1593 	 <p>Percent Count</p> <p>18% 35% 31% 16% 157 302 289 137</p>
 <u>BEE CAVE EL</u>	14	1823 	 <p>Percent Count</p> <p>1% 1% 21% 77% 0 0 3 11</p>
 <u>BEE CAVE MIDDLE</u>	256	1605 	 <p>Percent Count</p> <p>15% 36% 32% 17% 37 92 83 44</p>
 <u>HUDSON BEND MID...</u>	274	1565 	 <p>Percent Count</p> <p>24% 36% 29% 11% 67 98 78 31</p>
 <u>LAKE POINTE EL</u>	21	1713 	 <p>Percent Count</p> <p>1% 13% 46% 40% 0 3 10 8</p>
 <u>LAKE TRAVIS EL</u>	4	1813 	n/a 
 <u>LAKE TRAVIS MIDDLE</u>	263	1570 	 <p>Percent Count</p> <p>20% 40% 31% 9% 52 106 80 25</p>
 <u>LAKEWAY EL</u>	8	1758 	 <p>Percent Count</p> <p>1% 1% 41% 57% 0 0 3 5</p>
 <u>ROUGH HOLLOW EL</u>	19	1694 	 <p>Percent Count</p> <p>1% 18% 47% 34% 0 4 9 6</p>
 <u>SERENE HILLS EL</u>	6	1760 	 <p>Percent Count</p> <p>1% 2% 37% 60% 0 0 2 4</p>

















Fall Interim Math 5

ESC	3727	1521 	 <table border="1"> <tr> <td>Percent</td> <td>22%</td> <td>41%</td> <td>22%</td> <td>15%</td> </tr> <tr> <td>Count</td> <td>835</td> <td>1511</td> <td>817</td> <td>564</td> </tr> </table> 	Percent	22%	41%	22%	15%	Count	835	1511	817	564
Percent	22%	41%	22%	15%									
Count	835	1511	817	564									
District	751	1545 	 <table border="1"> <tr> <td>Percent</td> <td>15%</td> <td>41%</td> <td>25%</td> <td>19%</td> </tr> <tr> <td>Count</td> <td>109</td> <td>312</td> <td>189</td> <td>141</td> </tr> </table> 	Percent	15%	41%	25%	19%	Count	109	312	189	141
Percent	15%	41%	25%	19%									
Count	109	312	189	141									
 <u>BEE CAVE EL</u>	119	1560 	 <table border="1"> <tr> <td>Percent</td> <td>12%</td> <td>39%</td> <td>28%</td> <td>21%</td> </tr> <tr> <td>Count</td> <td>14</td> <td>46</td> <td>34</td> <td>25</td> </tr> </table> 	Percent	12%	39%	28%	21%	Count	14	46	34	25
Percent	12%	39%	28%	21%									
Count	14	46	34	25									
 <u>LAKE POINTE EL</u>	109	1569 	 <table border="1"> <tr> <td>Percent</td> <td>9%</td> <td>37%</td> <td>31%</td> <td>23%</td> </tr> <tr> <td>Count</td> <td>10</td> <td>40</td> <td>34</td> <td>25</td> </tr> </table> 	Percent	9%	37%	31%	23%	Count	10	40	34	25
Percent	9%	37%	31%	23%									
Count	10	40	34	25									
 <u>LAKE TRAVIS EL</u>	121	1478 	 <table border="1"> <tr> <td>Percent</td> <td>31%</td> <td>47%</td> <td>14%</td> <td>8%</td> </tr> <tr> <td>Count</td> <td>37</td> <td>57</td> <td>17</td> <td>10</td> </tr> </table> 	Percent	31%	47%	14%	8%	Count	37	57	17	10
Percent	31%	47%	14%	8%									
Count	37	57	17	10									
 <u>LAKEWAY EL</u>	80	1611 	 <table border="1"> <tr> <td>Percent</td> <td>7%</td> <td>26%</td> <td>30%</td> <td>37%</td> </tr> <tr> <td>Count</td> <td>6</td> <td>21</td> <td>23</td> <td>30</td> </tr> </table> 	Percent	7%	26%	30%	37%	Count	6	21	23	30
Percent	7%	26%	30%	37%									
Count	6	21	23	30									
 <u>ROUGH HOLLOW EL</u>	138	1552 	 <table border="1"> <tr> <td>Percent</td> <td>12%</td> <td>44%</td> <td>24%</td> <td>20%</td> </tr> <tr> <td>Count</td> <td>16</td> <td>61</td> <td>34</td> <td>27</td> </tr> </table> 	Percent	12%	44%	24%	20%	Count	16	61	34	27
Percent	12%	44%	24%	20%									
Count	16	61	34	27									
 <u>SERENE HILLS EL</u>	86	1543 	 <table border="1"> <tr> <td>Percent</td> <td>12%</td> <td>45%</td> <td>26%</td> <td>17%</td> </tr> <tr> <td>Count</td> <td>11</td> <td>39</td> <td>22</td> <td>14</td> </tr> </table> 	Percent	12%	45%	26%	17%	Count	11	39	22	14
Percent	12%	45%	26%	17%									
Count	11	39	22	14									
 <u>WEST CYPRESS HILL...</u>	98	1524 	 <table border="1"> <tr> <td>Percent</td> <td>15%</td> <td>50%</td> <td>25%</td> <td>10%</td> </tr> <tr> <td>Count</td> <td>15</td> <td>48</td> <td>25</td> <td>10</td> </tr> </table> 	Percent	15%	50%	25%	10%	Count	15	48	25	10
Percent	15%	50%	25%	10%									
Count	15	48	25	10									

Fall Interim Math 4

ESC	4019	1459 	 Percent 15% 37% 27% 21% Count 593 1475 1090 861
District	860	1478 	 Percent 10% 35% 30% 25% Count 90 297 266 217
 <u>BEE CAVE EL</u>	159	1487 	 Percent 9% 33% 31% 27% Count 13 53 49 44
 <u>LAKE POINTE EL</u>	119	1528 	 Percent 4% 22% 33% 41% Count 5 25 40 49
 <u>LAKE TRAVIS EL</u>	99	1419 	 Percent 20% 47% 24% 9% Count 19 47 24 9
 <u>LAKEWAY EL</u>	109	1477 	 Percent 10% 37% 30% 23% Count 11 40 32 26
 <u>ROUGH HOLLOW EL</u>	163	1491 	 Percent 9% 31% 30% 30% Count 15 51 49 48
 <u>SERENE HILLS EL</u>	101	1460 	 Percent 11% 41% 30% 18% Count 11 42 30 18
 <u>WEST CYPRESS HILL...</u>	110	1459 	 Percent 15% 35% 29% 21% Count 16 39 32 23

Fall Interim Math 3

ESC	3693	1366 	 Percent: 51% 33% 11% 5% Count: 1882 1214 418 179
District	817	1394 	 Percent: 42% 36% 16% 6% Count: 339 298 130 50
 <u>BEE CAVE EL</u>	116	1422 	 Percent: 32% 41% 19% 8% Count: 37 47 23 9
 <u>LAKE POINTE EL</u>	128	1388 	 Percent: 44% 37% 14% 5% Count: 58 47 18 7
 <u>LAKE TRAVIS EL</u>	124	1347 	 Percent: 58% 28% 10% 4% Count: 72 35 12 5
 <u>LAKEWAY EL</u>	92	1414 	 Percent: 36% 38% 18% 8% Count: 33 35 17 7
 <u>ROUGH HOLLOW EL</u>	152	1404 	 Percent: 38% 39% 16% 7% Count: 57 60 25 10
 <u>SERENE HILLS EL</u>	95	1389 	 Percent: 43% 37% 15% 5% Count: 41 35 14 5
 <u>WEST CYPRESS HILL...</u>	110	1402 	 Percent: 39% 35% 19% 7% Count: 43 39 21 7

Fall Interim English I English II

Campus	Total	Student Count	Average Scale Score	Predicted STAAR Performance										
ESC		5774	3941 i	<table border="1"> <tr> <td>Percent</td> <td>37%</td> <td>18%</td> <td>38%</td> <td>7%</td> </tr> <tr> <td>Count</td> <td>2136</td> <td>1017</td> <td>2229</td> <td>392</td> </tr> </table>	Percent	37%	18%	38%	7%	Count	2136	1017	2229	392
Percent	37%	18%	38%	7%										
Count	2136	1017	2229	392										
District		830	4143 i	<table border="1"> <tr> <td>Percent</td> <td>21%</td> <td>16%</td> <td>51%</td> <td>12%</td> </tr> <tr> <td>Count</td> <td>178</td> <td>130</td> <td>419</td> <td>149</td> </tr> </table>	Percent	21%	16%	51%	12%	Count	178	130	419	149
Percent	21%	16%	51%	12%										
Count	178	130	419	149										
LAKE TRAVIS...		830	4143 i	<table border="1"> <tr> <td>Percent</td> <td>21%</td> <td>16%</td> <td>51%</td> <td>12%</td> </tr> <tr> <td>Count</td> <td>178</td> <td>130</td> <td>419</td> <td>103</td> </tr> </table>	Percent	21%	16%	51%	12%	Count	178	130	419	103
Percent	21%	16%	51%	12%										
Count	178	130	419	103										

ESC		4676	3985 i	<table border="1"> <tr> <td>Percent</td> <td>32%</td> <td>18%</td> <td>45%</td> <td>5%</td> </tr> <tr> <td>Count</td> <td>1518</td> <td>824</td> <td>2108</td> <td>226</td> </tr> </table>	Percent	32%	18%	45%	5%	Count	1518	824	2108	226
Percent	32%	18%	45%	5%										
Count	1518	824	2108	226										
District		848	4067 i	<table border="1"> <tr> <td>Percent</td> <td>26%</td> <td>16%</td> <td>52%</td> <td>6%</td> </tr> <tr> <td>Count</td> <td>225</td> <td>135</td> <td>438</td> <td>50</td> </tr> </table>	Percent	26%	16%	52%	6%	Count	225	135	438	50
Percent	26%	16%	52%	6%										
Count	225	135	438	50										
LAKE TRAVIS...		848	4067 i	<table border="1"> <tr> <td>Percent</td> <td>26%</td> <td>16%</td> <td>52%</td> <td>6%</td> </tr> <tr> <td>Count</td> <td>225</td> <td>135</td> <td>438</td> <td>50</td> </tr> </table>	Percent	26%	16%	52%	6%	Count	225	135	438	50
Percent	26%	16%	52%	6%										
Count	225	135	438	50										



















Fall Interim RLA 8

Campus	Total	Total		
		Student Count	Average Scale Score	Predicted STAAR Performance
ESC		4151	1655	 Percent: 33% 30% 19% 18% Count: 1378 1255 786 732
District		883	1689	 Percent: 25% 30% 21% 24% Count: 221 261 189 212
<u>BEE CAVE MIDDLE</u>		269	1702	 Percent: 21% 32% 22% 25% Count: 56 86 59 68
<u>HUDSON BEND MID...</u>		300	1649	 Percent: 37% 27% 17% 19% Count: 111 81 51 57
<u>LAKE TRAVIS MIDDLE</u>		314	1717	 Percent: 17% 30% 25% 28% Count: 54 95 78 87

















Fall Interim RLA 7

Campus	Total	Total		
		Student Count	Average Scale Score	Predicted STAAR Performance
ESC	4222	1633	 Percent: 27% 33% 22% 18% Count: 1121 1388 941 774	
District	804	1666	 Percent: 19% 30% 26% 25% Count: 152 244 207 201	
<u>BEE CAVE MIDDLE</u>	281	1694	 Percent: 13% 31% 26% 30% Count: 36 87 73 85	
<u>HUDSON BEND MID...</u>	264	1625	 Percent: 30% 31% 22% 17% Count: 78 81 59 48	
<u>LAKE TRAVIS MIDDLE</u>	259	1679	 Percent: 15% 29% 29% 27% Count: 38 78 76 69	

Fall Interim RLA 6

Campus	Total	Total		
		Student Count	Average Scale Score	Predicted STAAR Performance
ESC		4430	1556 	 <p>Percent: 27% 29% 22% 22% Count: 1199 1294 990 947 </p>
District		829	1594 	 <p>Percent: 17% 28% 26% 29% Count: 146 230 214 239 </p>
 <u>BEE CAVE MIDDLE</u>		270	1621 	 <p>Percent: 11% 27% 27% 35% Count: 30 72 72 96 </p>
 <u>HUDSON BEND MID...</u>		291	1579 	 <p>Percent: 23% 25% 24% 28% Count: 67 73 71 80 </p>
 <u>LAKE TRAVIS MIDDLE</u>		268	1581 	 <p>Percent: 18% 32% 26% 24% Count: 48 85 71 84 </p>


























Fall Interim RLA 5

ESC	4201	1558 	 Percent 29% 31% 21% 19% Count 1208 1299 902 792
District	789	1607 	 Percent 17% 30% 26% 27% Count 132 241 204 212
 BEE CAVE EL	133	1608 	 Percent 18% 28% 24% 30% Count 24 38 32 39
 LAKE POINTE EL	130	1642 	 Percent 12% 24% 29% 35% Count 16 32 37 45
 LAKE TRAVIS EL	91	1576 	 Percent 21% 35% 25% 19% Count 19 32 23 17
 LAKEWAY EL	86	1629 	 Percent 14% 26% 25% 35% Count 12 22 22 30
 ROUGH HOLLOW EL	157	1610 	 Percent 14% 34% 27% 25% Count 22 53 43 39
 SERENE HILLS EL	92	1588 	 Percent 20% 31% 27% 22% Count 18 28 25 21
 WEST CYPRESS HILL...	100	1582 	 Percent 20% 35% 24% 21% Count 20 35 24 21







Fall Interim RLA 4

ESC	4590	1469 	 <table border="1"> <tr> <td>Percent</td> <td>31%</td> <td>29%</td> <td>19%</td> <td>21%</td> </tr> <tr> <td>Count</td> <td>1440</td> <td>1346</td> <td>859</td> <td>945</td> </tr> </table> 	Percent	31%	29%	19%	21%	Count	1440	1346	859	945
Percent	31%	29%	19%	21%									
Count	1440	1346	859	945									
District	844	1511 	 <table border="1"> <tr> <td>Percent</td> <td>21%</td> <td>29%</td> <td>22%</td> <td>28%</td> </tr> <tr> <td>Count</td> <td>172</td> <td>247</td> <td>188</td> <td>237</td> </tr> </table> 	Percent	21%	29%	22%	28%	Count	172	247	188	237
Percent	21%	29%	22%	28%									
Count	172	247	188	237									
 BEE CAVE EL	160	1507 	 <table border="1"> <tr> <td>Percent</td> <td>22%</td> <td>29%</td> <td>21%</td> <td>28%</td> </tr> <tr> <td>Count</td> <td>36</td> <td>47</td> <td>33</td> <td>44</td> </tr> </table> 	Percent	22%	29%	21%	28%	Count	36	47	33	44
Percent	22%	29%	21%	28%									
Count	36	47	33	44									
 LAKE POINTE EL	119	1580 	 <table border="1"> <tr> <td>Percent</td> <td>7%</td> <td>23%</td> <td>26%</td> <td>44%</td> </tr> <tr> <td>Count</td> <td>8</td> <td>28</td> <td>30</td> <td>53</td> </tr> </table> 	Percent	7%	23%	26%	44%	Count	8	28	30	53
Percent	7%	23%	26%	44%									
Count	8	28	30	53									
 LAKE TRAVIS EL	83	1459 	 <table border="1"> <tr> <td>Percent</td> <td>32%</td> <td>35%</td> <td>18%</td> <td>15%</td> </tr> <tr> <td>Count</td> <td>27</td> <td>29</td> <td>15</td> <td>12</td> </tr> </table> 	Percent	32%	35%	18%	15%	Count	27	29	15	12
Percent	32%	35%	18%	15%									
Count	27	29	15	12									
 LAKEWAY EL	108	1502 	 <table border="1"> <tr> <td>Percent</td> <td>22%</td> <td>29%</td> <td>24%</td> <td>25%</td> </tr> <tr> <td>Count</td> <td>23</td> <td>32</td> <td>26</td> <td>27</td> </tr> </table> 	Percent	22%	29%	24%	25%	Count	23	32	26	27
Percent	22%	29%	24%	25%									
Count	23	32	26	27									
 ROUGH HOLLOW EL	163	1520 	 <table border="1"> <tr> <td>Percent</td> <td>18%</td> <td>28%</td> <td>24%</td> <td>30%</td> </tr> <tr> <td>Count</td> <td>29</td> <td>46</td> <td>39</td> <td>49</td> </tr> </table> 	Percent	18%	28%	24%	30%	Count	29	46	39	49
Percent	18%	28%	24%	30%									
Count	29	46	39	49									
 SERENE HILLS EL	101	1508 	 <table border="1"> <tr> <td>Percent</td> <td>20%</td> <td>30%</td> <td>22%</td> <td>28%</td> </tr> <tr> <td>Count</td> <td>20</td> <td>30</td> <td>22</td> <td>29</td> </tr> </table> 	Percent	20%	30%	22%	28%	Count	20	30	22	29
Percent	20%	30%	22%	28%									
Count	20	30	22	29									
 WEST CYPRESS HILL...	110	1477 	 <table border="1"> <tr> <td>Percent</td> <td>27%</td> <td>32%</td> <td>21%</td> <td>20%</td> </tr> <tr> <td>Count</td> <td>29</td> <td>36</td> <td>23</td> <td>22</td> </tr> </table> 	Percent	27%	32%	21%	20%	Count	29	36	23	22
Percent	27%	32%	21%	20%									
Count	29	36	23	22									







Fall Interim RLA 3

ESC	4242	1400 	 Percent 34% 34% 20% 12% Count 1456 1427 830 529
District	792	1430 	 Percent 25% 37% 23% 15% Count 195 289 186 122
 <u>BEE CAVE EL</u>	116	1442 	 Percent 18% 39% 27% 16% Count 21 45 32 18
 <u>LAKE POINTE EL</u>	128	1448 	 Percent 21% 35% 24% 20% Count 27 45 30 26
 <u>LAKE TRAVIS EL</u>	100	1399 	 Percent 34% 30% 22% 14% Count 34 30 22 14
 <u>LAKEWAY EL</u>	93	1435 	 Percent 25% 35% 22% 18% Count 23 33 20 17
 <u>ROUGH HOLLOW EL</u>	152	1427 	 Percent 23% 40% 24% 13% Count 35 61 37 19
 <u>SERENE HILLS EL</u>	94	1425 	 Percent 25% 38% 24% 13% Count 23 36 23 12
 <u>WEST CYPRESS HILL...</u>	109	1426 	 Percent 27% 37% 20% 16% Count 30 40 22 17

Fall Interim RLA Spanish 5th, 4th, 3rd

ESC	180	1507 	 Percent: 39% 29% 19% 13% Count: 70 53 34 23	
District	39	1468 	 Percent: 43% 38% 15% 4% Count: 17 15 5 2	

ESC	195	1387 	 Percent: 39% 34% 16% 11% Count: 76 66 31 22	
District	20	1360 	 Percent: 47% 33% 12% 8% Count: 9 7 2 2	

ESC	240	1291 	 Percent: 57% 31% 9% 3% Count: 137 74 21 8	
District	26	1261 	 Percent: 67% 26% 6% 1% Count: 17 7 2 0	



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2023-2024 Instructional Calendar

RECOMMENDED ACTION

For Presentation/Discussion only. Action will be requested at the January 18, 2023 Board Meeting.

RATIONALE

The proposed calendar options were developed in coordination with the District's Advisory Committee on Education (ACE), Executive Leadership Team (ELT) and campus staff input.

Key considerations on the development of the options are included in the Parameters document attached.

Challenges this year are the dates that Christmas, New Years and Memorial Day fall on. The goal is always to provide the best options that support instruction and academic achievement. First day with students' options are prior to the 4th Monday in August (DOI) with 2 options being 8/16 and one 8/15. The last day of school with students is May 24th, 2024 prior to Memorial Day for all three options. Students attend for 173 days at 440 minutes and staff attend for 187 days. Bad Weather days were not able to be banked.

The Texas Education Agency will be posting the application for professional development waivers in the Spring.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Stefani Vickery - Assistant Superintendent of Curriculum & Instruction

Dr. Lyndae Benton - Executive Director of Curriculum & Instruction

Kathy Burbank - Director of Accountability & Assessment

Betsy Russell - Director of Quality Assurance

ATTACHMENTS

Lake Travis ISD Instructional Calendar Parameters and Process

2023-2024 Proposed Instructional Calendar Options

MEETING DATE

December 14, 2022

Lake Travis ISD Instructional Calendar Parameters

Factors	Considerations
Top Priority	<ul style="list-style-type: none"> • The instructional calendar is based on what is instructional best for students. • The instructional calendar contains elements that best support instruction and academic achievement, and then take into account parent and staff considerations and preferences.
State Law	<ul style="list-style-type: none"> • Start Date: State law does not allow a school district to begin before the fourth Monday in August. DOI Option • Number of Operational Minutes: State law requires 75,600 minutes • Waiver Availability 2,100 total waiver minutes to use for professional development. This waiver has to be submitted each year and requires board approval. It is usually not available until the Spring. • Number of Teacher Days: State law requires 187 days for teachers and it is not based on minutes. • Incident Weather Days: State law requires the inclusion of time for incident weather days (880 minutes) in the calendar. • Memorial Day: Texas Education Code 25.081(f) and states the following: A school district may not provide student instruction on Memorial Day.
Semesters	<ul style="list-style-type: none"> • Balancing of Semesters: The number of days in each semester should be as close in number to each other as possible. This consideration is important for single-semester courses. However, the second semester may be longer as all major tests, STAAR/EOC, Advanced Placement, etc., are administered in the spring. • First Semester Exams: The timing of exams (before or after winter break) impacts one-semester courses, dual credit courses, graduation and college start for December graduates, and grade reporting and transcripts submission for college applications. • University Summer School: The start of University summer school sessions is a factor for graduating seniors and teachers who wish to take summer courses. College coursework typically begins the first Monday in June.
Professional Development	<ul style="list-style-type: none"> • Professional development days were strategically placed in order to maximize positive impact on instruction, align with the state testing schedule, and spread throughout the school year. The requirements and guidelines for the content and delivery of staff development are more specifically addressed in Texas Education Code (TEC) Chapter 21, subchapter J Section 21.451. and 19 Tex. Admin. Code Ch. 153, subchapter BB.
Testing Schedules	<ul style="list-style-type: none"> • The calendar design takes into account state STAAR/EOC test days and any others (Advanced Placement test days). Student holidays are not scheduled during testing weeks. http://tea.texas.gov/student.assessment/calendars/
Holidays	<ul style="list-style-type: none"> • The calendar design takes into account national holidays. • Spring Break is usually aligned with the University of Texas and surrounding districts.
UIL	<ul style="list-style-type: none"> • Considerations of UIL events and calendar options will be considered. http://www.uil.texas.org/calendar
Surrounding Districts	<ul style="list-style-type: none"> • Other surrounding school districts' calendars were reviewed for information, spring break, examples, and new or different options.
Student Attendance Data	<ul style="list-style-type: none"> • Examination of Student Attendance Data: • Student data was examined to establish patterns that may affect the calendar. • Attendance near holidays is closely monitored. • The number of partial weeks is minimized in an effort to maximize attendance.
Summer Programs	<ul style="list-style-type: none"> • Consideration was given to the timing of summer programs.

Timeline for Development

Procedures and Discussion of Options reviewed by Cabinet
 ACE Committee
 ELT/Principal Presentation/Discussion and Campus Feedback
 Board of Trustees Meeting 1st Reading/Discussion Item
 Board of Trustees Meeting 2nd Reading/Action Item

2023-2024 Draft Lake Travis ISD Calendar 24JanWaiv

July 2023						
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August 2023						
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September 2023						
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November 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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30						

Holidays 2023/24

Jul 4, 2023	Independence Day	Nov 23, 2023	Thanksgiving Day	Feb 19, 2024	Presidents' Day
Sep 4, 2023	Labor Day	Dec 25, 2023	Christmas Day	Mar 29, 2024	Good Friday
Oct 9, 2023	Indigenous Peoples' Day	Jan 1, 2024	New Year's Day	Mar 18-22	Spring Break
Nov 11, 2023	Veterans Day	Jan 15, 2024	Martin L. King Day	May 27, 2024	Memorial Day

173 Student Days 187 Teacher Days *Required 187 for Teachers

First Day of School	Holiday Students/Staff	Student Holiday/Staff PD/Work Day
PD Waiver Day	Early Release Day	BW Designated Bad Weather Days
STAAR Window	Green outline - start of grading	
	Red outline - end of grading	

DRAFT
Options



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Review 2022-2023 District and Campus Improvement Plan Goals and Performance Objectives

RECOMMENDED ACTION

For Presentation/Discussion only. Action will be requested at the January 18, 2023 Board Meeting.

RATIONALE

School Board Policies BQ (LEGAL) and BQ (LOCAL) establish that the district will create a District Improvement Plan with the district's vision, mission, and goals to improve student performance. The board shall approve the process under which the educational goals are developed and shall ensure that input is gathered from the district-level committee.

Using the new strategic plan as a guide, district and campus leadership created priorities in the form of performance objectives for each of the goals created in the strategic plan. These goals and performance objectives are consistent in the district improvement plan and every campus improvement plan.

According to School Board Policy BQA (LOCAL), the district shall establish an Advisory Committee for Education (ACE) to review the District Improvement Plan (DOI). The ACE met and added suggestions and edits to the District Improvement Plan. Campus Advisory Teams (CAT) review Campus Improvement Plan.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Stefani Vickery - Assistant Superintendent of Curriculum & Instruction

ATTACHMENTS

2021-2022 District and Campus Improvement Plan

MEETING DATE

December 1, 2022

Lake Travis Independent School District
District Improvement Plan
2022-2023 Goals/Performance Objectives

163

Accountability Rating: B



Mission Statement

The mission of the Lake Travis ISD is to educate all students by teaching a comprehensive curriculum which emphasizes scholastic excellence. The District will serve as a model of educational excellence by making use of the combined skills of students, teachers, support staff, involved parents and citizens through the efficient use of resources. Our graduates will have lifelong problem-solving skills. They will understand that responsibilities accompany the privileges of citizenship and will have the foundation to be successful in their chosen endeavors.

Learn Together, Lead Together

Learner-Centric Model

164

Pillar 1: Learning is Social #LearningTogether

Learning engages community.

Outcome:

Learners intentionally develop meaningful, healthy relationships and partnerships with the larger learning community by connecting, collaborating, and communicating. Lake Travis learners sometimes

Essential Conditions:

LTISD creates and continuously improves structures supporting reciprocal partnerships among school, family, and community. Educators provide real-world opportunities through school experiences

Pillar 2: Learning is Inspiring #DesignThinking

Learning sparks authentic solutions.

Outcome:

Learners embrace a positive outlook toward learning, view challenges and failures as opportunities to improve, and share their love of learning. Lake Travis learners engage in the continued exploration

Essential Conditions:

LTISD provides personal connections and challenges for all learners to apply a deeper understanding of relevant and authentic problems. Learning is deepened and reinforced through collaborative

Pillar 3: Learning is Dynamic #Twenty4Seven

Learning continues anytime and anywhere.

Outcome: Learners strategically manipulate time, space and resources to optimize learning.

Essential Conditions:

LTISD supports the design of flexible learning resources for personalized learning through leveraging time, space, and instructional strategies that are flexible based on the needs of the learner. Educators

Pillar 4: Learning is Empowering #LifeReady

Learning fosters a growth mindset and socio-emotional independence.

Outcome:

Learners capitalize on multiple opportunities, choosing both how they learn and how they demonstrate mastery. Lake Travis learners are self-aware, self-directed, and respectful of themselves and others

Essential Conditions:

LTISD equips all learners to view challenges as opportunities and mistakes as learning. Learners develop habits of persistence, resilience, and grit as they take risks to make connections in real life

District Improvement Plan Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of its schools, teachers, and staff. LTISD intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute. 165

Performance Objective 3: We will bring students together. So that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.

Performance Objective 4: We will engage underrepresented groups. So that communication is transparent, consistent, two-way, and multilingual.

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated. So that we create a more inclusive environment where students are taught about various cultures and perspectives.

Performance Objective 2: We will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Performance Objective 3: We will provide students with equitable opportunities and resources to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities. So that we increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: Students are prepared for life, equipped to be critical thinkers and global citizens.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Performance Objective 3: Students have the skills they need to succeed in the post-secondary path that they choose.

Performance Objective 4: High-quality educators are recruited, cared for, and retained.

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Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other. So that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will involve all stakeholders to identify, address, and improve facility needs in order to get closer to our district community's programming/course offering goals (wants) regarding our existing facilities and investments in future facilities. So that facilities planning supports growth by prioritizing stakeholder wishes, hopes, and dreams.

Performance Objective 3: We will use data to make decisions, evaluate our progress, and continuously improve across the district. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Performance Objective 4: We will establish an equitable 1:1 technology K-12 model to ensure our staff and students maintain access to electronic devices and an educational instructional model that is sustainable and innovative in any learning landscape. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students. So that staff members use trauma-

informed practices and social emotional tools to support the wellness and mental health needs of all students.

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 3: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District

Lake Travis High School

2022-2023

168



Mission Statement

LTHS provides an opportunity for all students to:

Lead

Transform

Commit

Aspire to Excellence

Volunteer

Succeed

169

Lead. Transform. Commit. Aspire. Volunteer. Succeed. **LT CAVS!**

Vision

Lake Travis High School commits to creating a safe, supportive, and diverse learning environment where students are provided opportunities to become contributing members of the community.

Lake Travis High School Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together, so that the community is closely connected and proud of its schools, teachers, and staff. LTHS intentionally plans ways to come together.

Performance Objective 2: We will engage all stakeholders with communication that is transparent, consistent, and two-way.

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Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated.

Performance Objective 2: We will provide students with equitable opportunities and resources to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that all learning needs are quickly identified, supported, and included.

Performance Objective 2: We will demonstrate a commitment to all students so that students have the skills they need to succeed in the post-secondary path that they choose.

Performance Objective 3: Staff development activities will result in a learning community where high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will support our instructional staff to be the best they can be for our students and each other through innovative programming/instruction.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve to support both educational needs and innovations.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

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Performance Objective 1: Staff members will use social emotional tools to support the wellness and mental health needs of all students.

Performance Objective 2: We will make school a safe and welcoming environment for all, so that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 3: We will promote counseling services and available community resources for families.

Lake Travis Independent School District

Lake Travis Middle School

2022-2023

172



Mission Statement

LTMS...Ensuring students thrive by challenging minds and connecting hearts!

Vision

LTMS...Igniting compassion, confidence and creativity in every learner!

Value Statement

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The mission of the Lake Travis Independent School District is to educate all students by teaching a comprehensive curriculum that emphasizes scholastic excellence.

The District will serve as a model of educational excellence by making use of the combined skills of students, teachers, support staff, involved parents, and citizens through the efficient use of resources.

Our graduates will have life-long problem-solving skills. They will understand that responsibilities accompany the privileges of citizenship and will have the foundation to be successful in their chosen endeavors.

Lake Travis Middle School Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of its schools, teachers, and staff. LTISD intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Performance Objective 2: We will provide students with equitable opportunities and resources to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities. So that we increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other. So that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the district. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students. So that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students.

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Lake Travis Independent School District

Hudson Bend Middle School

2022-2023

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Mission Statement

Hudson Bend Middle School is a school community where all learners are known by name and need.

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Hudson Bend Middle School Goals 2022-2023

Goal 1: Are One Community

We will bring our community together, so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together, so that the community is closely connected and proud of its schools, teachers, and staff. LTISD intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories, so that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Goal 2: Each Belong

We will include all community members and help students discover their interests, so that we all feel a sense of connectedness.

Performance Objective 1: We will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment, and all students feel a sense of connectedness to another community member and their campus.

Performance Objective 2: We will provide students with equitable opportunities and resources to discover their interests and express themselves, so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities, and we increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will involve all stakeholders to identify, address, and improve facility needs in order to get closer to our district community's programming/course offering goals (wants) regarding our existing facilities and investments in future facilities. So that facilities planning supports growth by prioritizing stakeholder wishes, hopes, and dreams.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the district, so that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

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Performance Objective 1: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 2: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District

Bee Cave Middle School

2022-2023

180



Mission Statement

The goal of Bee Cave Middle School (BCMS) is to develop a community of lifelong learners by providing a safe, educationally rich environment that promotes academic excellence, personal growth and service to our community.

Bee Cave Middle School Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of its schools, teachers, and staff. LTISD intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will use data to make decisions, evaluate our progress, and continuously improve across the district. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well being of students and staff members are recognized and prioritized.

Lake Travis Independent School District

Lake Travis Elementary

2022-2023

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Mission Statement

At Lake Travis Elementary we support and nurture the personal and academic success of each and every learner by valuing high standards, valuing diversity, and valuing community.

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Lake Travis Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: Lake Travis Elementary will bring the community together so that the community is closely connected and proud of its school, teachers, and staff. Lake Travis Elementary will intentionally plan ways for the community to come together.

Performance Objective 2: We will tell positive stories so that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

186

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated. Lake Travis Elementary will create a more inclusive environment where students are taught about various cultures and perspectives.

Performance Objective 2: Lake Travis Elementary will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that students are prepared for life, equipped to be critical thinkers and global citizens.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Performance Objective 3: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that students have the skills they need to succeed in the post-secondary path that they choose.

Performance Objective 4: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other so that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the district. So that finances¹⁸⁷ and resources are managed in order to support both educational needs and innovations with the support of our community.

Performance Objective 3: We will establish an equitable 1:1 technology K-12 model to ensure our staff and students maintain access to electronic devices and an educational instructional model that is sustainable and innovative in any learning landscape. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students so that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students.

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 3: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District

Lakeway Elementary

2022-2023

188



Mission Statement

Mustang Pride is a byproduct of the Lakeway Way. At Lakeway, we assume that the best of us is all of us. We are dedicated to elite academic performance and the acceptance of all. Education transcends what we are now and is the foundation of our future.

- Lakeway Elementary students will be challenged to think critically and creatively, read and write complex text, and collaborate with others to analyze and solve problems.
- Lakeway Elementary will foster technological literacy for students to be able to compete in the global 21st century.
- Lakeway Elementary will provide a safe and orderly learning environment.
- Lakeway Elementary will bring to light creativity and technical skills in Art and Music in order to achieve community and state recognition
- Lakeway Elementary staff will utilize data and research-based strategies to improve instructional practices leading to increased student achievement.
- Lakeway Elementary will foster parent and community engagement and collaboration to support student achievement.

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Vision

Lakeway will provide every child with an exceptional education.

Value Statement

LWE Mustang Code

Every Mustang is welcomed.

Every Mustang is respected.

Every Mustang is valued.

Every Mustang is motivated.

Lakeway Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of its schools, teachers, and staff. LTISD intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Performance Objective 3: We will bring students together. So that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.

Performance Objective 4: We will engage underrepresented groups. So that communication is transparent, consistent, two-way, and multilingual.

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will connect the community and celebrate success across the campus so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that students are prepared for life, equipped to be critical thinkers and global citizens.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and success in the path they choose. So that students have the skills they need to succeed in the secondary path that they choose.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other. So that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the campus. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Performance Objective 3: We will provide teachers with one Fall and one Spring planning day by hiring substitutes to cover their classrooms.

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Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students. So that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students.

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 3: We will promote counseling services and resources available for families. So that the Lakeway community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District

Bee Cave Elementary

2022-2023

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Mission Statement

Bee Cave Elementary is a school where everyone is loved, honored, and challenged. All individuals are encouraged to be creative, productive, compassionate, and successful lifelong learners.

Bee Cave Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together so that the community is closely connected and proud of its schools, teachers, and staff. BCE intentionally plans ways to bring the community together.

Performance Objective 2: We will tell positive stories to ensure that all families are valued, supported, and engaged by providing opportunities for input and contribute.

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Performance Objective 3: We will bring students together so that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated. We will create a more inclusive environment where students are taught about various cultures and perspectives.

Performance Objective 2: We will connect the community and celebrate success across the district so that all students feel a sense of belonging to their school environment. In return all students feel a sense of connectedness to another community member and their campus.

Performance Objective 3: We will provide students with equitable opportunities and resources to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities. We increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose,

so that all learning needs are quickly identified, supported, and included.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will use data to make decisions, evaluate our progress, and continuously improve across the district. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

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Performance Objective 2: We will continue to provide an equitable 1:1 technology K-5 model to ensure our staff and students maintain access to electronic devices and an educational instructional model that is sustainable and innovative in any learning landscape. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make BCE a great place to be so that the social, emotional, and physical well-being of our students is supported.

Performance Objective 1: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 2: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District

Lake Pointe Elementary

2022-2023

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Mission Statement

Lake Pointe Elementary is a learning community where everyone is nurtured, respected, and challenged. All individuals are encouraged to be compassionate towards each other, to be creative, to be productive, and to be successful, lifelong learners.

The mission of the Lake Travis Independent School District is to educate all students by teaching a comprehensive curriculum that emphasizes scholastic excellence.

The District will serve as a model of educational excellence by making use of the combined skills of students, teachers, support staff, involved parents, and citizens through the efficient use of resources.

Our graduates will have lifelong problem-solving skills. They will understand that responsibilities accompany the privileges of citizenship and will have the foundation to be successful in their chosen endeavors.

Value Statement

The partnership we have with our parents and volunteers creates an environment of collaboration and support. Please give some of your time to participate in our learning environment. There are many ways to volunteer here that benefit our student learners. We welcome your time and talents. Contact your child's teacher, our PTO or the LPE office staff. We welcome you!

Thanks for supporting us in accomplishing our mission here at LPE.

Lake Pointe Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of the school, teachers, and staff. LPE intentionally plans ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: LPE will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated. So that we create a more inclusive environment where students are taught about various cultures and perspectives.

Performance Objective 2: We will connect students the LPE community and celebrate success across the campus so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to the campus.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that students are prepared for life, equipped to be critical thinkers and global citizens.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that high-quality educators are recruited, cared for, and retained.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other. So that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the LPE campus, in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Pointe Elementary community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students. So that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students. ¹⁹⁹

Performance Objective 2: We will promote counseling services and resources available for families. So that the Lake Pointe Elementary community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District
Serene Hills Elementary

2022-2023

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Accountability Rating: A



Mission Statement

The Serene Hills Elementary community commits to engaging every student in innovative, collaborative learning focused on growth and to igniting a passion for learning in which everyone is valued.

Vision

Serene Hills Elementary is committed to inspiring a love of learning while providing a safe and welcoming space to encourage all to take risks, build meaningful relationships, and embrace resiliency. ²⁰¹

Serene Hills Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring the community together. So that the community is closely connected and proud of our school, teachers, and staff. SHE intentionally plans ways to come together.

Performance Objective 2: We will engage our school community, so that communication is transparent, consistent, & two-way.

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Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: SHE will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated, so that we create a more inclusive environment where students are taught about various cultures and perspectives.

Performance Objective 2: SHE will provide students with equitable opportunities and resources, during two 7-8 week windows through the year, to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities. So that we increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose, so that students are prepared for life, equipped to be critical thinkers and global citizens.

Performance Objective 2: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose, so that all learning needs are quickly identified, supported, and included.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other, so that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use data to make decisions, evaluate our progress, and continuously improve across the district, so that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will train and support staff to support the emotional and wellness needs of students, so that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students. ²⁰³

Performance Objective 2: We will make school a safe and welcoming environment for all students and staff, so that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Lake Travis Independent School District

West Cypress Hills Elementary

2022-2023

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Mission Statement



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We will cultivate a community which inspires and ignites a passion for life-long learning and positive world change.

West Cypress Hills Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: We will bring our WCHE community together. So that the WCHE community is closely connected and proud of its school, teachers, and staff. West Cypress Hills Elementary will intentionally plan ways to come together.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

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Performance Objective 3: We will bring students together. So that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will connect the community and celebrate success across the campus so that all students feel a sense of belonging to their school environment. So that all students feel a sense of connectedness to another community member and their campus.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose. So that all learning needs are quickly identified, supported, and included.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will use data to make decisions, evaluate our progress, and continuously improve across the campus. So that finances and resources are managed in order to support both educational needs and innovations with the support of our community.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

Performance Objective 1: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 2: We will promote counseling services and resources available for families. So that the Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.

Lake Travis Independent School District
Rough Hollow Elementary

2022-2023

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Mission Statement

Lead, Empower, Achieve and Dream

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Rough Hollow Elementary Goals 2022-2023

Goal 1: Are One Community

We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.

Performance Objective 1: Regular opportunities will be offered for our students, staff, families, and community to offer input and contribute to the learning community.

Performance Objective 2: We will tell positive stories. So that all families are valued, supported, and engaged with opportunities to respectfully provide input and contribute.

210

Performance Objective 3: We will bring students together. So that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.

Goal 2: Each Belong

We will include all community members and help students discover their interests so that we all feel a sense of connectedness.

Performance Objective 1: We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated. So that we create a more inclusive environment where students are taught about various cultures, heritages, and perspectives.

Performance Objective 2: We will provide students with equitable opportunities and resources to discover their interests and express themselves so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities. So that we increase enrichment opportunities for all students.

Goal 3: Provide Best In Class Education

We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.

Performance Objective 1: Regular assessments of students will indicate that all learning needs are quickly identified, supported, and included to maximize graduation rates and minimize dropouts.

Performance Objective 2: Teachers will use data to identify specific areas of need, target support and monitor progress towards that goal.

Goal 4: Grow & Innovate Together

We will support our instructional staff, use data-based decision-making, and partner with stakeholders to build off success and continuously improve.

Performance Objective 1: We will maximize our instructional staff to be the best they can be for our students and each other. So that there is a constant drive to build off success, innovate, and continuously improve for the benefit of all learners.

Performance Objective 2: We will use our collaborative learning spaces in the neighborhood to teach science and math across grade levels.

Goal 5: Prioritize Wellness

We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.

211

Performance Objective 1: We will make school a safe and welcoming environment for all students and staff. So that the social, emotional, and physical well-being of students and staff members are recognized and prioritized.

Performance Objective 2: Fine arts department will create opportunities for students to perform within the fine arts program.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Lake Travis Independent School District Legislative Priorities, 88th Legislative Regular Session

RECOMMENDED ACTION

For Presentation/Discussion only. Action will be requested at the January 18, 2023 Board Meeting.

RATIONALE

The Administration has prepared a legislative priorities document for the 88th Regular Session of the Texas Legislature. The document is designed to be the basis for the District's legislative work during the legislative session that will begin January 10, 2023.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

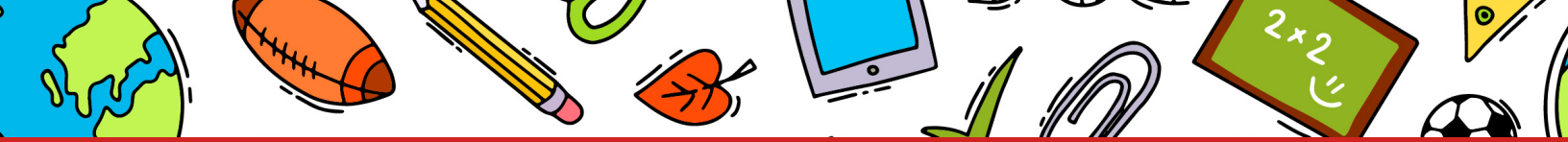
Paul Norton - Superintendent

ATTACHMENTS

Draft Legislative Priorities

MEETING DATE

December 14, 2022



LAKE TRAVIS ISD LEGISLATIVE PRIORITIES

Texas 88th Regular Session, 2023

The Lake Travis Independent School District supports legislation that seeks to improve public school education in an impactful and innovative way. LTISD supports the following Legislative Priorities:

FUNDING

- Increase the basic allotment to provide additional funding to school districts who have not had an increase in funding since 2019. The Consumer Price Index has increased 12% since the last increase in funding.
- Prioritize funding and incentives for teacher and staff recruitment and retention that offers flexibility for districts to address local staffing needs.
- Continue to focus on addressing learning loss due to absenteeism from the pandemic without tying the hands of districts and educators.
- Increase the School Safety Allotment with maintained flexibility to spend the funds to fit the needs of local school districts including student mental health and wellness.
- Restore full funding of the Instructional Materials and Technology Allotment (IMA).
- Increase capacity of the Fast Growth Allotment to acknowledge the growing statewide need and reduce proration.
- Protect the New Instructional Facility Allotment (NIFA) allocation for its intended use rather than diverting the funding to other programs.
- Eliminate penalties on school districts that provide local property tax relief to homeowners.
- Fund schools based on total enrollment instead of average daily attendance (ADA); enrollment is an indicator of true educational cost.
- Support increased funding for special education students based on needs and services provided as opposed to the amount of time spent in special education settings.
- Protest district fund balances from being utilized to balance the state budget.
- Reduce recapture payments for property wealthy school districts to help them address the needs of students.
- Support the elimination of unfunded mandates and ensure new unfunded mandates are not supported.

ACCOUNTABILITY

- Advocate for a comprehensive accountability system consisting of meaningful and varied assessments that add value for students, parents and teachers, as well as flexible measures that local communities value.
- Base accountability on the growth of the whole child, not just one segment of a growth measure.

ELECTIONS

- Maintain the ability of local governments to hold elections on the two uniform election dates in May and November.
- Ensure all bond and tax rate election ballot language is clear, transparent, and understandable. Revise required language that misleads voters.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

2022 Bond Project Update

RECOMMENDED ACTION

For Presentation/Discussion only.

RATIONALE

Update on the 2022 Bond Projects.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Paul Norton – Superintendent

Pam Sanchez – Assistant Superintendent of Business Services

Robert Winovitch – Director of Facilities & Construction

ATTACHMENTS

None

MEETING DATE

December 14, 2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

LTISD Strategic Plan Implementation Timeline

RECOMMENDED ACTION

For Presentation/Discussion Only.

RATIONALE

To roll out the Strategic Plan Implementation Timeline implementation plan.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Paul Norton – Superintendent of Schools

ATTACHMENTS

Strategic Plan Implementation Timeline

MEETING DATE

December 14, 2022

Strategy	Action Steps	Start Date
We are One Community: We will bring our community together so that a welcoming neighborhood feel ensures all families feel connected, valued, and engaged.		
1. We will bring the community together so that the community is closely connected and proud of its schools, teachers ,and staff. LTISD intentionally plans ways to come together.	Enhance community volunteer/mentor opportunities.	Research spring 2023, implement Fall 2023
	Promote events and activities across the district to encourage shared student experiences.	Spring 2023
	Provide opportunities for students to connect with community members through special events.	Plan spring 2023, implement Fall 2023
2. We will tell positive stories so that all families are valued, supported, and engaged with opportunities to respectfully provide inept and contribute.	Continue sharing information and promoting events with the LT community.	Spring 2023
	Create processes through which campus highlights can be shared with district leadership.	Spring 2023
3. We will bring students together so that a welcoming neighborhood feel is maintained throughout fast growth, embracing and celebrating diversity and different perspectives.	Expand on existing activities to connect students across campuses.	Develop Spring 2023
	Expand opportunities for students to participate in extracurricular activities including intramurals and school clubs.	Research options Spring 2023
	Provide opportunities for mentoring/tutoring across grade levels.	Research Spring 2023
	Provide district information in multiple languages and support multilingual communication.	Spring 2023
4. We will engage underrepresented groups so that communication is transparent, consistent, two-way, and multilingual.	Explore flexible options for parent involvement	Spring 2023
We Each Belong: We will include all community members and help students discover their interests so that we all feel a sense of connectedness.		
1. We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated; so that we create a more inclusive environment where students are taught about various cultures and perspectives.	Consider ways to incorporate culturally-diverse teaching into social emotional learning	Explore in spring 2023
	Establish an event where students celebrate different cultures with food, traditions, etc.	Activities occurring at some campuses - further research to expand for Fall 2023
	Explore the implementation of Leader-in-Me at all elementary campuses	Explore in spring if this is what we want to do district wide
2. We will Connect the community and celebrate success across the district, so that all students feel a sense of belonging to their school environment so that all students feel a sense of connectedness to another community member and their campus.	Highlight student work and performances through collaboration with community organizations	Spring 2023
	Recognize student achievement in ways meaningful to them.	Develop in spring 2023 by getting input from students on what would be meaningful to them.
	Partner with the high school broadcast class who is already exploring alternative/ innovative ways to reach and recognize students	HS admin develop this in spring 2023
	Expand use of district and campus social media	Develop plan/process in spring 2023 to implement in Fall 2023. Contact person for each campus as well as departments.

<p>3. We will provide students with equitable opportunities and resources to discover their interests and express themselves, so that students of all ages have equitable opportunities to create and maintain positive relationships by exploring and discovering their interests through curricular and extracurricular activities; so that we increase enrichment opportunities for all students.</p>	<p>Increase student involvement in enrichment activities</p>	<p>Research Spring 2023–Expand in Fall of 2023</p>
	<p>Increase scholarship opportunities for students to participate in school programs (e.g., after-school enrichment; summer programs)</p>	<p>Research options in spring 2023</p>
	<p>Encourage families who are eligible to sign up for free or reduced meal</p>	<p>Spring 2023 for implementation in fall 2023</p>
<p>Grow and Innovate Together: We will support our instructional staff, use data-based decision making, and partner with stakeholders to build off success and continuously improve.</p>		
<p>1. We will foster a welcoming and inclusive environment where staff and students are encouraged to think critically and listen to diverse perspectives, so that staff and students feel respected, understood and appreciated; so that we create a more inclusive environment where students are taught about various cultures and perspectives.</p>	<p>Consider ways to incorporate culturally-diverse teaching into social emotional learning</p>	<p>Explore in spring 2023</p>
	<p>Establish an event where students celebrate different cultures with food, traditions, etc.</p>	<p>Activities occurring at some campuses - further research to expand for Fall 2023</p>
	<p>Explore the implementation of Leader-in-Me at all elementary campuses</p>	<p>Explore in spring if this is what we want to do district wide</p>
<p>2. We will involve all stakeholders to identify, address, and improve facility needs in order to get closer to our district community's programming/course offering goals (wants) regarding our existing facilities and investments in future facilities so that facility planning supports growth by prioritizing stakeholder wishes, hopes and dreams.</p>	<p>Seek input of staff and students to evaluate current course and pathway options for students in order to maximize resources and explore new options</p>	<p>Work with C&I on new course offerings and if we need to selectively abandon any programs/offerings. Spring 2023</p>
	<p>Engage the community partners in strategic partnerships to enhance and strategically abandon student programs and experiences.</p>	<p>Spring 2023 C&I work on this with community partners.</p>
	<p>Continue engaging in facility condition assessments to maintain and support future growth in programming.</p>	<p>Ongoing</p>
	<p>Create and renovate physical spaces mirroring professional environments to enhance student learning and future success.</p>	<p>As campuses are renovated and built this will be considered</p>
<p>3. We will Use data to make decisions, evaluate our progress, and continuously improve across the district so that finances and resources are managed in order to support both educational needs and innovations with the support of our community.</p>	<p>Survey all stakeholders to determine technology needs.</p>	<p>Done in collaboration with bond planning</p>
	<p>Survey all stakeholders to determine the most effective communication platforms.</p>	<p>Spring 2023. Add to staff survey for Dec 2023-Jan 2024</p>
	<p>Determine and utilize accepted standards and/or benchmark data to inform decisions and promote accountability across the District.</p>	<p>Research and plan in spring 2023</p>
	<p>Survey students, staff, recent alumni (2-4 years post-graduation), and business partners on program offerings and preparation for next steps after high school graduation.</p>	<p>Review in spring 2023</p>

<p>4. We will establish an equitable 1:1 technology K-12 model to ensure our staff and students maintain access to electronic devices and an educational instructional model that is sustainable and innovative in any learning landscape so that finances and resources are managed in order to support both educational needs and innovations with the support of our community.</p>	<p>Evaluate the selection and lifecycle of technology devices and infrastructure to plan funding through bond programs.</p>	
	<p>Evaluate technology needs of students and staff and provide appropriate resources.</p>	
	<p>Evaluate and update WiFi access in all facilities to provide seamless coverage and maximum instructional flexibility.</p>	
<p>We Prioritize Wellness: We will make school a great place to be so that the social, emotional, and physical well-being of our Lake Travis ISD community is supported.</p>		
<p>1. We will train and support staff to support the emotional and wellness needs of students so that staff members use trauma-informed practices and social emotional tools to support the wellness and mental health needs of all students.</p>	<p>Staff will be trained on how to support students using appropriate tools and provided with necessary support.</p>	<p>Research and some scheduled as part of February LT Conference 218</p>
	<p>Educators will provide students with opportunities for outdoor and movement activities.</p>	<p>C&I research options in spring 2023 with principals</p>
	<p>Educators will teach and provide opportunities for mindfulness activities.</p>	<p>C&I research options in spring 2023 with principals and some will be part of Feb LT Conf.</p>
<p>2. We will make school a safe and welcoming environment for all students and staff so that social, emotional, and physical well-being of students and staff members are recognized and prioritized.</p>	<p>Campuses will create site-based wellness committees with a chairperson participating on the District-level Wellness Committee.</p>	<p>Completed Sept. 2022</p>
	<p>The District will continue to promote wellness and appreciation activities at campus and district levels and explore opportunities for PTO/PTAs and local businesses to support staff.</p>	<p>Ongoing - three meetings held through November. Includes developing a district-wide climate and retention draft survey to be given to employees in Dec/Jan.</p>
	<p>The District will provide elementary classroom teachers with increased planning time during the school day.</p>	<p>Completed for the start of the 22-23 school year through the creation and employment of elementary recess monitors.</p>
<p>3. We will promote counseling services and resources available for families so that Lake Travis ISD community health and wellness needs will be supported with resources and educational opportunities.</p>	<p>Staff will provide a welcoming environment, modeling healthy behaviors and positive interactions.</p>	<p>Ongoing - three Wellness Committee meetings held through November. January meeting to start focusing on modeling healthy behaviors and positive interactions.</p>
	<p>The District and campuses will provide opportunities for parent education.</p>	<p>List sessions scheduled for this year and research other options and program topics</p>
<p>We Provide Best in Class: We will demonstrate a commitment to all students so that each child is prepared for life and successful in the path they choose.</p>		
<p>1. Students are prepared for life, equipped to be critical thinkers and global citizens.</p>	<p>LTISD will explore adding International Baccalaureate (IB) programming.</p>	<p>Research in 2023</p>
	<p>LTISD will explore adding 2 way dual language to our elementary programming.</p>	<p>Research in 2023</p>
	<p>LTISD will explore adding additional opportunities for student internships at area businesses.</p>	<p>Continue to expand and research more opportunities in Spring 2023</p>
<p>2. All learning needs are quickly identified, supported, and included.</p>	<p>Educators will be trained to implement Professional Learning Communities to help identify and minimize learning gaps.</p>	<p>Research in Fall of 2022, design in Spring 2023 – Begin implementation in Fall 2023</p>
	<p>Educators will be trained on effective differentiated instructional strategies to enrich all learners.</p>	<p>Professional Development beginning in Fall 2022 and continuing</p>
	<p>College and Career Counseling Services will continue to be available to secondary students.</p>	<p>Research counseling options at HS</p>

3. Students have the skills they need to succeed in the post-secondary path that they choose.	Educators will continue to be trained on essential skills such as problem solving, teambuilding, growth mindset, and resilience.	Ongoing
	Educators will use work-based learning skills in their instruction	Ongoing and research new skills as programs are added, updated
	Educators will provide students with extensive opportunities to explore career and college opportunities.	Ongoing and research new opportunities
4. High quality educators are recruited, cared for and retained.	LTISD will provide information about the National Board Certification for teachers.	Research and have information available for staff located in an appropriate location online
	LTISD will create and implement a new teacher mentor program to help support new teachers.	Implemented Sept 2022
	LTISD will continue to provide professional development opportunities and support for administrators to assist with recruiting and retaining administrators.	Ongoing - New Admin and Advanced Admin Bootcamps implemented August 2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

District of Innovation and TASB Policy Update Affecting the Following Policies:

EB(LOCAL): SCHOOL YEAR

EEB(LOCAL): INSTRUCTIONAL ARRANGEMENTS - CLASS SIZE

DNA(LOCAL): PERFORMANCE APPRAISAL - EVALUATION OF TEACHERS

DK(LOCAL): ASSIGNMENT AND SCHEDULES

DBA(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS – CREDENTIALS AND RECORDS

DCA (LOCAL): EMPLOYMENT PRACTICES – PROBATIONARY CONTRACTS

EC (LOCAL): SCHOOL DAY

DEAA (LOCAL): COMPENSATION PLAN – INCENTIVES AND STIPENDS

FOB (LOCAL): STUDENT DISCIPLINE – OUT OF SCHOOL SUSPENSION

FOCA (LOCAL): PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING – DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM OPERATIONS

GKA (LOCAL): COMMUNITY RELATIONS – CONDUCT ON SCHOOL PREMISES

GF (LOCAL): PUBLIC COMPLAINTS

FNG (LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES – STUDENT AND PARENT COMPLAINTS/GRIEVANCES

RECOMMENDED ACTION

For discussion/presentation only. Action will be requested at the January 18, 2023 Board Meeting.

RATIONALE

The previously passed District of Innovation (DOI) plan necessitates the amendment of certain policies to conform with the plan. TASB has also recommended certain non-substantive changes to policies improving on the verbiage without materially changing their meaning. These policies should be passed in order to align district policy with our DOI plan and other model TASB policies.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Matthew Tiffie – General Counsel

ATTACHMENTS

Redline copies of policy amendments

MEETING DATE

December 14, 2022

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Updating Credentials	All employees who have earned certificates, endorsements, or degrees of higher rank since the previous school year shall file with the District: <ol style="list-style-type: none">1. An official college transcript showing the highest degree earned and date conferred.2. Proof of the certificate or endorsement.
Contract Personnel	The Superintendent or designee shall ensure that contract personnel possess valid credentials before issuing contracts.
Teacher Certification	In accordance with the District's innovation plan and administrative regulations, a An individual with an out-of-state certification, an out-of-country certification, or with relevant professional or vocational experience in a hard-to-fill area may be allowed to teach a grade level, course, or subject in accordance with the District's innovation plan and administrative regulations . A certified individual may also be approved to teach a grade, course, or subject outside of the individual's certification in accordance with the District's innovation plan and administrative regulation. All other teaching assignments shall require certification in accordance with state law. [See DK]
Social Security Number	The District shall not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the District shall keep an employee's social security number confidential.

¹ Innovation Plan: <https://www.ltisdschools.org/domain/862>

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's innovation plan.¹

**Probationary
Contracts**

In accordance with the District's innovation plan, the District shall be exempt from state law regarding the maximum length of time an experienced teacher may be employed on a probationary contract. The District is exempt from provisions in state law requiring a district to place a teacher after one school year on a term contract who has been employed as a teacher in public education for at least five of the eight years preceding employment by the District. At the recommendation of the Superintendent, a probationary contract may be renewed for up to two additional one-year periods for a person who has been employed as a teacher in public education for at least five of the eight years preceding employment by the District.

~~Beginning in the 2017–18 school year, a teacher hired by the District shall be issued a one-year probationary contract for a total of three years, and may be issued a fourth-year probationary contract.~~

¹ Innovation Plan: <https://www.ltidschools.org/domain/862>

PROPOSED REVISIONS: 6.8.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Stipend

The Superintendent shall recommend a stipend pay schedule as part of the annual compensation plan of the District. [See DEA]

Supplemental
Duties

The Superintendent or designee may assign noncontractual supplemental duties to personnel exempt under the Fair Labor Standards Act (FLSA), as needed. [See DK(LOCAL)] The employee shall be compensated for these assignments according to the compensation plan of the District.

**Incentive and
Innovation Programs**

The Superintendent shall have authority to submit plans and grant applications for incentive and innovation programs to TEA or other granting organizations on behalf of the Board. Incentive plans shall address teacher eligibility, including any exclusions.

Locally developed incentive programs, if any, shall be addressed in the compensation plan of the District.

Mentor Teachers

In accordance with the District's innovation plan, the District is exempt from the state law regarding qualifications to serve as a teacher mentor. The District shall design and implement a locally-designed mentor program based of the needs and interest of its administrators and teachers.

¹ Innovation Plan: [\[innovation plan URL\]](#)

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Superintendent's Authority

All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC.

Any employee may request reassignment within the District to another position for which he or she is qualified.

Campus Assignments

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

When a new campus is opened that duplicates the same grades taught on another campus, the existing faculty and staff shall be assigned at the discretion of the Superintendent and campus administration.

Administrative assignment shall be at the discretion of the Superintendent.

In accordance with the District's innovation plan and administrative regulations, ~~The the Superintendent shall have the authority, in accordance with the District's innovation plan and administrative regulations,~~ to approve a written request from a campus principal to assign an individual with an out-of-state certification, **out-of-country certification,** or an individual with **relevant** professional or vocational experience in a hard-to-fill area to teach a grade level or subject/course, or to assign a certified individual to teach a grade, course, or subject outside of the individual's certification. The principal's request must state the reason for the requested assignment. [See DBA]

Relation to Supervisor

No person shall be employed for a position in the District that would result in the employee being directly supervised by a person

ASSIGNMENT AND SCHEDULES

DK
(LOCAL)

related by blood (consanguinity) within the third degree, or by marriage (affinity) within the second degree.

Supplemental Duties

Noncontractual supplemental duties for which supplemental pay is received may be discontinued by either party at any time. An employee who wishes to relinquish a paid supplemental duty may do so by notifying the Superintendent or designee in writing. Paid supplemental duties are not part of the District's contractual obligation to the employee, and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

Work Calendars and Schedules

Subject to the Board-adopted budget and compensation plan and in harmony with employment contracts, the Superintendent shall determine required work calendars for all employees. [See DC, EB]

Daily time schedules for all employees shall be determined by the Superintendent or designee.

¹ Innovation Plan: <https://www.ltisdschools.org/domain/862>

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

The District shall appraise teachers annually using the Texas Teacher Evaluation and Support System (T-TESS) in accordance with law, the District's innovation plan, the policy below, and administrative regulations.~~The District shall be exempt from state laws regarding teacher appraisal. The District shall appraise teachers using a local appraisal process for less than annual evaluations and T-TESS for annual evaluation with criteria developed in accordance with the District's innovation plan and the policy below.~~

**Appraisal System
T-TESS**

The District shall appraise teachers using the Texas Teacher Evaluation and Support System (T-TESS) in accordance with state law and administrative regulations.

The Board shall approve a list of certified appraisers who can appraise a teacher in place of the teacher's supervisor.

**Annual Appraisal
Exception**

District teachers shall be appraised annually.

Teachers who are eligible for less frequent evaluations in accordance with the District's district of innovation plan, administrative regulations, and the locally established criteria in regulations shall be appraised in accordance with the provisions below.

During any school year when a complete appraisal is not scheduled for an eligible teacher, either the teacher or the principal may require that an appraisal be conducted by providing written notice to the other party.

A teacher's principal or assistant principal shall have the authority to return a teacher to the traditional appraisal cycle as a result of performance deficiencies documented or at the principal or assistant principal's discretion.

**Annual Review
Process**

In the years in which a full T-TESS appraisal is not scheduled for an eligible teacher, the teacher shall participate in an annual review process in accordance with the process detailed in administrative regulations.

The alternative annual review process shall produce a written document to be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file.

¹ Innovation Plan: <https://www.ltidschools.org/domain/862>

PROPOSED REVISIONS: 6.8.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

School Start Date ~~The District shall be exempt from state law that generally prohibits a school year from beginning prior to the fourth Monday in August.~~ **In accordance with the District's innovation plan, the District is exempt from the state law that generally prohibits instruction for students from beginning before the fourth Monday in August.** Instruction for students shall begin no earlier than the second Monday in August.

School Calendar The Superintendent shall be authorized to approve variations from the Board-adopted school calendar, as necessary.

School Closure The Board delegates to the Superintendent the authority to close schools for reasons of public health and safety.

¹ Innovation Plan: <https://www.ltisdschools.org/domain/862>

PROPOSED POLICY: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Loss of Class Time

In accordance with the District's innovation plan, the District shall be exempt from state law that requires a District to not remove a student from a regularly scheduled class for tutoring or test preparation for more than ten percent of the school days on which the class is offered without the parent's written consent.

~~The District shall not remove a student from a regularly scheduled class for tutoring or test preparation for more than ten percent of the school days on which the class is offered without a parent's written consent.~~

Interruptions

In accordance with the District's innovation plan, The District shall be exempt from state law that limits the number of times that announcements may be made over the public address system during the school day for announcements of nonacademic activities.

~~The District shall limit nonacademic activities that interrupt and distract from the academic process and shall enforce the following restrictions:~~

~~1. Announcements, other than emergency announcements, shall be made over the public address system only once during the school day.~~

~~2. Selling or solicitation shall not be permitted during class time. [For fundraising activities, see FJ]~~

¹ Innovation Plan: [\[S innovation plan URL\]](#)

PROPOSED REVISIONS: 6.8.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Class Size Ratio

In accordance with the District's innovation plan, the District is exempt from state law requiring a district not to enroll more than 22 students in a kindergarten–grade 4 class. ~~The District is exempt from provisions in state law requiring a district not to enroll more than 22 students in a class, kindergarten–grade 4.~~ The District shall establish a local ratio and exceptions through administrative regulations.

The Superintendent shall notify the Board in the event that a class size exceeds locally established ratios in a class, kindergarten–grade 4.

¹ Innovation Plan: <https://www.ltidschools.org/domain/862>

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with FFH.
2. Complaints concerning dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints concerning identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

10. Complaints concerning instructional resources shall be submitted in accordance with EF.
11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

~~Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]~~

Notice to Students and Parents

The District shall inform students and parents of this policy through appropriate District publications.

Guiding Principles

Informal Process

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

Freedom from Retaliation

Neither the Board nor any District employee shall retaliate against any student or parent for bringing a concern or complaint.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the parent or student fails to appear at a scheduled conference, the District may dismiss the complaint. If the complaint is dismissed, it may be refiled, but only within the original time period for filing a complaint.

Response

At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. A representative may not represent the student or parent without the complainant present unless the complainant has designated the representative through written notice to the District. The District may be represented by counsel at any level of the process.

Consolidating
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

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events that have been or could have been addressed in a previous complaint. If the District determines a complaint has been or could have been addressed in a previous complaint, the complaint shall be dismissed by written notice to the student or parent.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents at the time of filing, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the student or parent, unless the student or parent did not know the documents existed before the Level One conference, or unless requested by the administrator hearing the complaint.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiled is within the designated time for filing.

Level One

Complaint forms must be filed:

1. Within ten days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

All complaints shall be filed at Level One. Upon review, the Superintendent or designee, at his or her sole discretion, shall assign the appropriate administrator to hear the complaint,

and shall determine whether the complaint can be more appropriately addressed at Level Two based on the information submitted and relief sought.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may, at the Superintendent or designee's discretion, begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired and an extension due to extenuating circumstances has not been agreed upon, the employee may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing to the Superintendent or designee, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received and no extension was agreed upon, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.

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2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference. The Level Two administrator shall not be required to consider documentation not submitted or issues not presented at Level One.

The Level Two administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired and an extension due to extenuating circumstances has not been agreed upon, the student or parent may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provide by the District, within ten days of the date of the written response, or, if no response was received and no extension was agreed upon, within ten days of the Level Two response deadline.

The Level Two administrator shall prepare and forward to the Superintendent or designee the record of the Level Two appeal. The Superintendent or designee shall provide a copy of the Level Two appeal to the Board. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing. The Board shall not be required to consider documentation not previously submitted or issues not previously presented.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

At the Board's discretion, the Board may hear the complaint based on an oral presentation or upon written submission. If the complaint is heard on oral presentation, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation if the complaint is heard on oral presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

If the complaint is heard on oral presentation, the Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

If the complaint is heard on written submission, the Board shall consider the complaint based on written submission at a scheduled Board meeting. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting after the Board considers the complaint. The written submission shall serve as the record of the Level Three proceeding before the Board, except that the Board is not required to consider documentation not previously submitted or issues not previously addressed.

¹ Innovation Plan: [\[innovation plan URL\]](#)

ADD POLICY

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Students Below Grade 3

In accordance with the District's innovation plan, a student who is enrolled in a grade level below grade 3 may be placed in out-of-school suspension in accordance with the District's established protocol to facilitate appropriate student behavior.

¹ Innovation Plan: [\[innovation plan URL\]](#)

ADD POLICY

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

In accordance with the District's innovation plan and administrative regulations, the District shall be exempt from provisions requiring that a student assigned to a disciplinary alternative education program (DAEP) receive instruction in a setting other than the student's regular classroom when the student's physical presence and attendance in that setting is required in order for the student to earn credit for the course.

¹ Innovation Plan: [\[innovation plan URL\]](#)

PROPOSED REVISIONS: 6.9.2021

Note: This local policy has been revised in accordance with the District's [innovation plan](#).¹

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint Processes

Complaints by members of the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional resources shall be filed in accordance with EF.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with CKE.

~~Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]~~

Guiding Principles

Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

An individual may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may dismiss the complaint. If the complaint is dismissed, it may be refiled, but only within the original time period for filing a complaint.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.

The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. A representative shall not represent the complainant/grievant without the complainant present unless the complainant has designated the representative through written notice to the District. The District may be represented by counsel at any level of the process.

Consolidating
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint. If the District determines a complaint has been or could have been addressed in a previous complaint, the complaint shall be dismissed by written notice to the individual.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and
Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents at the time of filing, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted, unless the individual did not know the documents existed before the Level One conference, or unless requested by the administrator hearing the complaint.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

Level One

Complaint forms must be filed:

1. Within ten days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

All complaints shall be filed at Level One. Upon review, the Superintendent or designee, at his or her sole discretion, shall assign an administrator to hear the complaint, and shall determine whether the complaint can be more appropriately addressed at Level Two based on the information submitted and relief sought.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may, at the Superintendent or designee's discretion, begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the individual did not receive the relief requested at Level One or if the time for a response has expired and an extension due to extenuating circumstances has not been agreed upon, the individual may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing with the Superintendent or designee, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received and no extension was agreed upon, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Level Two administrator shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference. The Level Two administrator shall not be required to consider documentation not submitted or issues not presented at Level One.

The Level Two administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the administrator or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the individual did not receive the relief requested at Level Two or if the time for a response has expired and an extension due to extenuating circumstances has not been agreed upon, the individual may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written response, or, if no response was received and no extension was agreed upon, within ten days of the Level Two response deadline.

The Level Two administrator shall prepare and forward to the Superintendent or designee the record of the Level Two appeal. The Superintendent or designee shall provide a copy of the Level Two appeal to the Board. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.

2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing. The Board shall not be required to consider documentation not previously submitted or issues not previously presented.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The Board may, at its discretion, hear the complaint on an oral presentation or upon written submission. If the complaint is heard on oral presentation, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation if the complaint is heard on oral presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

If the complaint is heard on oral presentation, the Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

If the complaint is heard on written submission, the Board shall consider the complaint based on written submission at a scheduled Board meeting. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting after the Board considers the complaint. The written submission shall serve as the record of the Level Three proceeding before the Board, except that the Board is not required to consider documentation not previously submitted or issues not previously addressed.

¹ Innovation Plan: [\[innovation plan URL\]](#)

PROPOSED REVISIONS: 6.9.2021

**Access to District
Property**

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

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

**Ejection or
Exclusion under
Education Code
37.105**

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

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

In accordance with the District's innovation plan, after providing a verbal warning, a District official shall have authority to refuse entry or eject a person from property under the District's control without any other warnings or written notice. ~~without a warning or written notice.~~ A person appealing this decision shall do so in accordance with the standard grievance procedures. [See FNG and GF]

**Off-Campus
Activities**

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

Prohibitions

Tobacco and
E-Cigarettes

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

Weapons

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

Exceptions

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or

2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Consideration and Possible Action Approving an Order Authorizing the Issuance of One or More Series of Unlimited Tax School Building Bonds; Levying an Annual Ad Valorem Tax for the Payment Thereof; Delegating the Authority to District Staff to Approve Certain Matters Relating Thereto; and Other Matters in Connection Therewith

RECOMMENDED ACTION

Adopt an order authorizing the issuance of Lake Travis Independent School District Unlimited Tax School Building Bonds in one or more series by delegated sale.

RATIONALE

Lake Travis ISD has the opportunity to efficiently manage its November 8, 2022 bond authorization by breaking down its bond capacity into multiple bond issuances. The district's administration requests the above mentioned parameter's resolution authorizing the issuance of an amount not to exceed \$315 million of fixed rate, unlimited tax school building bonds. The bond proceeds will be used to pay for the construction of two elementary schools, design of high school #2, district safety and security upgrades, transportation vehicles, technology upgrades and replacement projects. The district's financial advisor, Mr. Dusty Traylor with RBC Capital Markets, will present the current market conditions and the financial impact of this issuance.

BUDGET PROVISIONS

2023 Bond Program

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent for Business Services

ATTACHMENTS

An Order Authorizing the Issuance of Unlimited Tax School Building Bonds

MEETING DATE

December 14, 2022

AN ORDER BY THE BOARD OF TRUSTEES OF THE LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT AUTHORIZING THE ISSUANCE OF ONE OR MORE SERIES OF “LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2023”; LEVYING A CONTINUING DIRECT ANNUAL AD VALOREM TAX FOR THE PAYMENT OF THE BONDS; PRESCRIBING THE FORM, TERMS, CONDITIONS, AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO THE ISSUANCE, SALE, AND DELIVERY OF THE BONDS, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND A PURCHASE CONTRACT; COMPLYING WITH THE LETTER OF REPRESENTATIONS ON FILE WITH THE DEPOSITORY TRUST COMPANY; DELEGATING THE AUTHORITY TO CERTAIN DISTRICT STAFF TO EXECUTE CERTAIN DOCUMENTS RELATING TO THE SALE OF THE BONDS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Board of Trustees (the *Governing Body*) of the Lake Travis Independent School District (the *Issuer* or the *District*) hereby finds and determines that school building bonds in the total principal amount of \$_____ (being the principal amount of \$_____ plus an allocated amount of the [net] premium of \$_____), being the first installment or series of school building bonds approved and authorized to be issued at an election held on November 8, 2022 (the *Election*), should be issued and sold at this time; the respective authorized purposes and amounts authorized to be issued therefor, amounts previously issued, amounts being issued pursuant to this order, and amounts remaining to be issued from such voted authorizations subsequent to the date hereof as set forth herein; and

WHEREAS, the unlimited tax bonds approved and authorized to be issued, for the purposes of designing, constructing, renovating, improving, upgrading, updating, acquiring, and equipping school facilities (and any necessary or related removal of existing facilities), the purchase of the necessary sites for school facilities; the purchase of new school buses; and acquiring, updating improving, and installing technology for school facilities (including hardware and software), as further set forth below:

<u>Purpose</u>	<u>Date Authorized</u>	<u>Amount (\$) Authorized</u>	<u>Amount (\$) Previously Issued</u>	<u>Amount (\$) Being Issued*</u>	<u>Unissued Balance (\$)</u>
School Facilities, Purchase of Land, Purchase of Buses	November 8, 2022	548,410,330	-		
Technology	November 8, 2022	60,790,110	-		
		<u>609,200,440</u>	<u>-</u>		

*Includes the Bonds and certain [net] premium allocations.

WHEREAS, pursuant to the provisions of Chapter 45, as amended, Texas Education Code (*Chapter 45*), and Chapter 1371, as amended, Texas Government Code (*Chapter 1371*), the Issuer is authorized to issue unlimited tax school building bonds for authorized purposes; and

WHEREAS, the Governing Body hereby finds and determines that, pursuant to the authority provided by Chapter 1371, the delegation of each Authorized Official (defined herein) with the authority to execute the Approval Certificate (a form of which is attached hereto as Schedule I) to approve the final terms as set forth in the Approval Certificate is in the best interest of the Issuer; and

WHEREAS, the Governing Body hereby finds and determines that the issuance of the school building bonds is in the best interests of the residents of the Issuer; now, therefore,

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

SECTION 1: Authorization - Designation - Principal Amount - Purpose - Bond Date. Unlimited tax school building bonds of the Issuer shall be and are hereby authorized to be issued in the aggregate principal amount of \$_____ to be designated and bear the title "LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2023" (the *Bonds*), for the purposes of providing funds for (i) designing, constructing, renovating, improving, upgrading, updating, acquiring, and equipping school facilities (and any necessary or related removal of existing facilities), the purchase of the necessary sites for school facilities; the purchase of new school buses; and acquiring, updating improving, and installing technology for school facilities (including hardware and software), and (ii) paying the costs of issuing the Bonds, pursuant to the authority conferred by the Election and in conformity with the laws of the State of Texas, including Chapter 45, as amended, Texas Education Code and Chapter 1371. The Bonds shall be dated _____, 2023 (the *Bond Date*) and interest shall accrue as provided in Section 2 hereof.

As authorized by the Act and Chapter 1371, each Authorized Official (defined herein) is hereby authorized, appointed, and designated as the official of the District authorized to individually act on behalf of the District in selling and delivering one or more series of unlimited tax school building bonds authorized herein and carrying out the procedures specified in this Order, including approval of the following terms and provisions for each series of unlimited tax bonds:

1. The style of each series of Bonds, which style indicates (with respect to each series of Bonds) the calendar year of issuance, and (if necessary or desired) a letter or other sequential identification indicating that multiple series of Bonds of the same of similar type have been or will be issued hereunder during a particular calendar year.
2. The aggregate principal amount of each series of the Bonds, as well as the principal amount of each stated maturity within a series of Bonds.
3. The rate of interest to be borne on the principal amount of each stated maturity within a series of the Bonds and the interest payment dates for such series of Bonds.
4. The Bond Date for each series of Bonds.
5. The optional, extraordinary optional, and mandatory redemption provisions applicable, if at all, to each series of Bonds.

6. The determination of whether to sell a series of Bonds by private placement, competitive public bid, or by negotiated sale (and if by negotiated sale, the selection of the senior managing underwriter and the co-managers to serve as the syndicate of underwriters selling the applicable series of Bonds).

7. Pricing for each series of Bonds, including generation and use of reoffering premium and/or discount, determination of underwriters' compensation (if any), and applicable costs of issuance.

8. The structure for each series of Bonds, including serial maturities, term bonds, and capital appreciation bonds.

Each series of Bonds authorized by this Order shall be issued within the following parameters:

1. The combined principal amount of all series of Bonds issued hereunder shall not exceed \$315,000,000.

2. The maximum maturity of any series of Bonds authorized to be issued pursuant to this Order will be February 15, 2054.

3. The federal arbitrage yield on each series of Bonds authorized to be issued pursuant to this Order shall not exceed 5.85%.

4. The final series of Bonds issued hereunder must be sold not later than December 14, 2023 (though the closing of a particular series of Bonds sold in accordance with this provision may occur after December 14, 2023, so long as such closing period is determined by an Authorized Official to be of reasonable duration).

Each Authorized Official, acting for and on behalf of the District, is authorized, with respect to a series of Bonds, to complete and execute an Approval Certificate, in substantially the form attached as Schedule II hereto. The execution of the Approval Certificate shall evidence the sale date of each series of Bonds by the District to the initial purchasers thereof. Upon execution of an Approval Certificate, Bond Counsel is authorized to complete a copy of this Order as evidence of the issuance of a series of Bonds pursuant to the delegated authority granted hereunder and to reflect such final terms for such series of Bonds, which includes selection of the appropriate terms to reflect the final transaction structure and terms of sale evidenced in the Approval Certificate. In addition to the foregoing, each Authorized Official is authorized to execute, as the act and deed of the District and on behalf of the Board, any and all contracts, agreements, letters, and certificates, relative to any series of Bonds that may be required by this Order, as supplemented in the manner described above, or determined to be necessary or advisable in connection with an issuance of Bonds hereunder. It is further provided, however, that notwithstanding the foregoing provisions, no Bonds shall be delivered unless prior to delivery, the particular series of Bonds shall have been rated by a nationally recognized rating agency for municipal securities in one of the four highest rating categories for long term obligations, as required by Chapter 1371.

SECTION 2: Fully Registered Obligations - Authorized Denominations - Stated Maturities - Interest Rates. The Bonds shall be issued as fully registered obligations, without coupons, shall

be issued in denominations of \$5,000 or any integral multiple thereof (within a Stated Maturity), shall be lettered “R” and numbered consecutively from One (1) upward and principal shall become due and payable on February 15 in each of the years and in amounts as described below (the *Stated Maturities*) and bear interest at the rates per annum in accordance with the following schedule:

<u>Years of Stated Maturity</u>	<u>Principal Amounts (\$)</u>	<u>Interest Rates (%)</u>
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The Bonds shall bear interest on the unpaid principal amounts from the Bond Date, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to Stated Maturity or prior redemption, while Outstanding, at the rates per annum shown in the above schedule (calculated on the basis of a 360-day year of twelve 30-day months). Interest on the Bonds shall be payable semiannually on each February 15 and August 15, commencing _____, 2023 (each, an *Interest Payment Date*).

SECTION 3: Payment of Bonds - Paying Agent/Registrar. The principal of, premium, if any, and the interest on the Bonds due and payable by reason of Stated Maturity, redemption, or otherwise shall be payable, without exchange or collection charges to the registered owners of the Bonds (the *Holder* or *Holder*s), appearing on the Security Register (hereinafter defined) maintained by the Paying Agent/Registrar (hereinafter defined), in any coin or currency of the

United States of America which at the time of payment is legal tender for the payment of public and private debts.

The selection and appointment of _____, _____, _____ (the *Paying Agent/Registrar*) to serve as the initial Paying Agent/Registrar for the Bonds is hereby approved and confirmed, and the Issuer agrees and covenants to cause to be kept and maintained at the corporate trust office of the Paying Agent/Registrar books and records (the *Security Register*) for the registration, payment, and transfer of the Bonds, all as provided herein, in accordance with the terms and provisions of a Paying Agent/Registrar Agreement, attached hereto, in substantially final form, as Exhibit B, and such reasonable rules and regulations as the Paying Agent/Registrar and the Issuer may prescribe. The Issuer covenants to maintain and provide a Paying Agent/Registrar at all times until the Bonds are paid and discharged, and any successor Paying Agent/Registrar shall be (i) a national or state banking institution, (ii) an association or a corporation organized and doing business under the laws of the United States or any state, authorized under such laws to exercise trust powers. The Paying Agent/Registrar shall be subject to supervision or examination by federal or state authority and shall be authorized by law to serve as a Paying Agent/Registrar.

The Issuer reserves the right to appoint a successor Paying Agent/Registrar upon providing the previous Paying Agent/Registrar with a certified copy of a resolution or order terminating such agency. Additionally, the Issuer agrees to promptly cause a written notice of this substitution to be sent to each Holder by United States mail, first-class postage prepaid, which notice shall also give the address of the corporate trust office of the successor Paying Agent/Registrar.

Principal of, premium, if any, and interest on the Bonds, due and payable by reason of Stated Maturity, redemption, or otherwise, shall be payable only to the Holder whose name appears on the Security Register (i) on the Record Date (hereinafter defined) for purposes of paying interest on the Bonds, and (ii) on the date of surrender of the Bonds for purposes of receiving payment of principal thereof and redemption premium thereon, if any, upon redemption of the Bonds or at the Bonds' Stated Maturity. The Issuer and the Paying Agent/Registrar, and any agent of either, shall treat the Holder as the owner of a Bond for purposes of receiving payment and all other purposes whatsoever, and neither the Issuer nor the Paying Agent/Registrar, or any agent of either, shall be affected by notice to the contrary.

Principal of and premium, if any, on the Bonds shall be payable only upon presentation and surrender of the Bonds to the Paying Agent/Registrar at its corporate trust office. Interest on the Bonds shall be paid to the Holder whose name appears in the Security Register at the close of business on the Record Date (the last business day of the month next preceding each Interest Payment Date for the Bonds) and shall be paid (i) by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, by the Paying Agent/Registrar, to the address of the Holder appearing in the Security Register or (ii) by such other method, acceptable to the Paying Agent/Registrar, requested in writing by the Holder at the Holder's risk and expense.

If the date for the payment of the principal of, premium, if any, or interest on the Bonds shall be a Saturday, Sunday, a legal holiday, or a day on which banking institutions in the city where the corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is

not such a day. The payment on such date shall have the same force and effect as if made on the original date any such payment on the Bonds was due.

In the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a *Special Record Date*) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder of a Bond appearing on the Security Register at the close of business on the fifteenth day next preceding the date of mailing of such notice.

SECTION 4: Redemption.

A. Mandatory Redemption of Bonds. The Bonds stated to mature on February 15, 20__, February 15, 20__, and February 15, 20__ are referred to herein as the “Term Bonds”. The Term Bonds are subject to mandatory sinking fund redemption prior to its stated maturities from money required to be deposited in the Bond Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 15 in the years as set forth below:

Term Bonds Stated to Mature <u>on February 15, 20__</u>		Term Bonds Stated to Mature <u>on February 15, 20__</u>	
<u>Year</u>	<u>Principal Amount (\$)</u>	<u>Year</u>	<u>Principal Amount (\$)</u>

*Payable at Stated Maturity.

Term Bonds
Stated to Mature
on February 15, 20__

Year Principal
 Amount (\$)

*Payable at Stated Maturity.

The principal amount of a Term Bond required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the District, by the principal amount of any Term Bond of such Stated Maturity which, at least fifty (50) days prior to the mandatory redemption date (1) shall have been defeased or acquired by the District and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the District with money in the Bond Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

B. Optional Redemption of Bonds. The Bonds having Stated Maturities on and after February 15, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the Issuer, on _____, 20__, or on any date thereafter, in whole or in part, in principal amounts of \$5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar) at the redemption price of par plus accrued interest to the date of redemption.

C. Exercise of Redemption Option. At least forty-five (45) days prior to a date set for the redemption of the Bonds (unless a shorter notification period shall be satisfactory to the Paying Agent/Registrar), the Issuer shall notify the Paying Agent/Registrar of its decision to exercise the right to redeem the Bonds, the principal amount of each Stated Maturity to be redeemed, and the date set for the redemption thereof. The decision of the Issuer to exercise the right to redeem the Bonds shall be entered in the minutes of the Governing Body of the Issuer.

D. Selection of Bonds for Redemption. If less than all Outstanding Bonds of the same Stated Maturity are to be redeemed on a redemption date, the Paying Agent/Registrar shall select at random and by lot the Bonds to be redeemed, provided that if less than the entire principal amount of a Bond is to be redeemed, the Paying Agent/Registrar shall treat such Bond then subject to redemption as representing the number of Bonds Outstanding which is obtained by dividing the principal amount of such Bond by \$5,000.

E. Notice of Redemption. Not less than thirty (30) days prior to the redemption date for the Bonds, the Paying Agent/Registrar shall cause a notice of redemption to be sent by United States mail, first-class postage prepaid, in the name of the Issuer and at the Issuer's expense, by

the Paying Agent/Registrar to each Holder of a Bond to be redeemed in whole or in part at the address of the Holder appearing on the Security Register at the time such notice of redemption is mailed, and any notice of redemption so mailed shall be conclusively presumed to have been duly given irrespective of whether received by the Holder. This notice may also be published once in a financial publication, journal, or reporter of general circulation among securities dealers in the City of New York, New York (including, but not limited to, *The Bond Buyer* and *The Wall Street Journal*), or in the State of Texas (including, but not limited to, *The Texas Bond Reporter*).

All notices of redemption shall (i) specify the date of redemption for the Bonds, (ii) identify the Bonds to be redeemed and, in the case of a portion of the principal amount to be redeemed, the principal amount thereof to be redeemed, (iii) state the redemption price, (iv) state that the Bonds, or the portion of the principal amount thereof to be redeemed, shall become due and payable on the redemption date specified, and the interest thereon, or on the portion of the principal amount thereof to be redeemed, shall cease to accrue from and after the redemption date, and (v) specify that payment of the redemption price for the Bonds, or the principal amount thereof to be redeemed, shall be made at the corporate trust office of the Paying Agent/Registrar only upon presentation and surrender thereof by the Holder.

If a Bond is subject by its terms to redemption and has been called for redemption and notice of redemption thereof has been duly given as hereinabove provided, such Bond (or the principal amount thereof to be redeemed) so called for redemption shall become due and payable, and if money sufficient for the payment of such Bonds (or of the principal amount thereof to be redeemed) at the then applicable redemption price is held for the purpose of such payment by the Paying Agent/Registrar, then on the redemption date designated in such notice, interest on the Bond (or the principal amount thereof to be redeemed) called for redemption shall cease to accrue and such Bonds shall not be deemed to be Outstanding.

F. Transfer/Exchange of Bonds. Neither the Issuer nor the Paying Agent/Registrar shall be required to transfer or exchange any Bonds called for redemption, in whole or in part, during a period beginning forty-five (45) days prior to the redemption date; provided, however such limitation shall not be applicable to an exchange by the Holder of the unredeemed balance of a Bond which is subject to partial redemption.

SECTION 5: Registration - Transfer - Exchange of Bonds - Predecessor Bonds. The Paying Agent/Registrar shall obtain, record, and maintain in the Security Register the name and address of every owner of the Bonds or, if appropriate, the nominee thereof. Any Bond may, in accordance with its terms and the terms hereof, be transferred or exchanged for Bonds of like kind or of other authorized denominations upon the Security Register by the Holder, in person or by his duly authorized agent, upon surrender of such Bond to the Paying Agent/Registrar for cancellation, accompanied by a written instrument of transfer or request for exchange duly executed by the Holder or by his duly authorized agent, in form satisfactory to the Paying Agent/Registrar.

Upon surrender for transfer of any Bond (other than the Initial Bond authorized in Section 7 hereof) at the corporate trust office of the Paying Agent/Registrar, the Paying Agent/Registrar shall register and deliver, in the name of the designated transferee or transferees, one or more new Bonds executed on behalf of, and furnished by, the Issuer of authorized denomination and having

the same Stated Maturity and of a like aggregate principal amount and interest rate as the Bond or Bonds surrendered for transfer.

At the option of the Holder, Bonds may be exchanged for other Bonds of authorized denominations and having the same Stated Maturity, bearing the same rate of interest, and of like aggregate principal amount as the Bonds surrendered for exchange, upon surrender of the Bonds to be exchanged at the corporate trust office of the Paying Agent/Registrar. Whenever any Bonds are so surrendered for exchange, the Paying Agent/Registrar shall register and deliver new Bonds executed on behalf of, and furnished by, the Issuer to the Holder requesting the exchange.

All Bonds issued upon any transfer or exchange of Bonds shall be delivered at the corporate trust office of the Paying Agent/Registrar, or sent by United States registered mail to the Holder at his request, risk, and expense, and upon the delivery thereof, the same shall be the valid obligations of the Issuer, evidencing the same obligation to pay, and entitled to the same benefits under this Order, as the Bonds surrendered in such transfer or exchange.

All transfers or exchanges of Bonds pursuant to this Section shall be made without expense or service charge to the Holder, except as otherwise herein provided, and except that the Paying Agent/Registrar shall require payment by the Holder requesting such transfer or exchange of any tax or other governmental charges required to be paid with respect to such transfer or exchange.

Bonds canceled by reason of an exchange or transfer pursuant to the provisions hereof are hereby defined to be Predecessor Bonds, evidencing all or a portion, as the case may be, of the same debt evidenced by the new Bond or Bonds registered and delivered in the exchange or transfer therefor. Additionally, the term Predecessor Bonds shall include any Bond registered and delivered pursuant to Section 15 of this Order in lieu of a mutilated, lost, destroyed, or stolen Bond which shall be deemed to evidence the same obligation as the mutilated, lost, destroyed, or stolen Bond.

SECTION 6: Execution - Registration. The Bonds shall be executed on behalf of the Issuer by the President or Vice President of the Governing Body under its seal reproduced or impressed thereon and attested by the Secretary of the Governing Body. The signature of said officers on the Bonds may be manual, electronic, or facsimile. Bonds bearing the manual or facsimile signatures of individuals who are or were the proper officers of the Issuer on the Bond Date shall be deemed to be duly executed on behalf of the Issuer, notwithstanding that such individuals or either of them shall cease to hold such offices at the time of delivery of the Bonds to the Purchasers and with respect to Bonds delivered in subsequent exchanges and transfers, all as authorized and provided in Chapter 1201, as amended, Texas Government Code.

No Bond shall be entitled to any right or benefit under this Order, or be valid or obligatory for any purpose, unless there appears on such Bond either a certificate of registration substantially in the form provided in Section 8C, executed by the Comptroller of Public Accounts of the State of Texas or his duly authorized agent by manual, facsimile, or electronic signature or otherwise, or a certificate of registration substantially in the form provided in Section 8D, executed by the Paying Agent/Registrar by manual, facsimile, or electronic signature. Either of these certificates upon any Bond shall be conclusive evidence, and the only evidence required, that such Bond has been duly certified or registered and delivered.

SECTION 7: Initial Bond. The Bonds herein authorized shall be initially issued as a single fully registered Bond in the aggregate principal amount of \$ _____ with principal installments to become due and payable as provided in Section 2 hereof and numbered T-1 (the *Initial Bond*), and the Initial Bond shall be registered in the name of the Purchasers or the designee thereof, as further described in Section 16 hereof. The Initial Bond shall be the Bonds submitted to the Office of the Attorney General of the State of Texas for approval, certified and registered by the Office of the Comptroller of Public Accounts of the State of Texas and delivered to the Purchasers. Any time after the delivery of the Initial Bond, the Paying Agent/Registrar, pursuant to written instructions from the Purchasers, or the designee thereof, shall cancel the Initial Bond delivered hereunder and exchange therefor definitive Bonds of like kind and of authorized denominations, Stated Maturities, principal amounts and bearing applicable interest rates for transfer and delivery to the Holders named at the addresses identified therefor; all pursuant to and in accordance with such written instructions from the Purchasers, or the designee thereof, and such other information and documentation as the Paying Agent/Registrar may reasonably require.

SECTION 8: Forms.

A. Forms Generally. The Bonds, the Registration Certificate of the Comptroller of Public Accounts of the State of Texas, the Registration Certificate of Paying Agent/Registrar, and the form of Assignment to be printed on each of the Bonds shall be substantially in the forms set forth in this Section with such appropriate insertions, omissions, substitutions, and other variations as are permitted or required by this Order and may have such letters, numbers, or other marks of identification (including identifying numbers and letters of the Committee on Uniform Securities Identification Procedures of the American Bankers Association) and such legends and endorsements (including the guarantee of the Permanent School Fund, insurance legends in the event the Bonds, or any Stated Maturities thereof, are insured, and any reproduction of an opinion of Bond Counsel (hereinafter referenced)) thereon as may, consistent herewith, be established by the Issuer or determined by the officers executing such Bonds as evidenced by their execution thereof. Any portion of the text of any Bond may be set forth on the reverse thereof, with an appropriate reference thereto on the face of the Bond.

The definitive Bonds shall be printed, lithographed, or engraved or produced in any other similar manner, all as determined by the officers executing the Bonds as evidenced by their execution thereof, but the Initial Bond submitted to the Attorney General of Texas may be typewritten or photocopied or otherwise reproduced.

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B. Form of Definitive Bond.

REGISTERED
NO. _____

REGISTERED
PRINCIPAL AMOUNT
\$ _____

UNITED STATES OF AMERICA
STATE OF TEXAS
COUNTY OF TRAVIS
LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2023

Bond Date: _____, 2023 Interest Rate: _____ Stated Maturity: _____ CUSIP NO: _____

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____ DOLLARS

The Lake Travis Independent School District (the *Issuer*), a body corporate and political subdivision in the County of Travis, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner named above (the *Holder*), or the registered assigns thereof, the Principal Amount specified above on the Stated Maturity date specified above (or so much as shall not have been paid upon prior redemption) and to pay interest on the unpaid principal amount hereof from the Bond Date, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to the earlier of redemption or to Stated Maturity, at the per annum rate of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable semiannually on each February 15 and August 15, commencing _____, 2023 (each, an *Interest Payment Date*).

Principal and premium, if any, of this Bond shall be payable to the Holder hereof, upon presentation and surrender, at the corporate trust office of the Paying Agent/Registrar executing the registration certificate appearing hereon, or its successor. Interest shall be payable to the Holder of this Bond (or one or more Predecessor Bonds, as defined in the Order hereinafter referenced) whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the last business day of the month next preceding each Interest Payment Date. All payments of principal of, premium, if any, and interest on this Bond shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or before the appropriate date of payment, by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder hereof.

This Bond is one of the series specified in its title issued in the aggregate principal amount of \$_____ (the *Bonds*) pursuant to an order adopted by the Governing Body of the Issuer (the *Order*) for the purpose of providing funds for (i) designing, constructing, renovating, improving, upgrading, updating, acquiring, and equipping school facilities (and any necessary or related removal of existing facilities), the purchase of the necessary sites for school facilities; the purchase of new school buses, and acquiring, updating improving, and installing technology for school facilities (including hardware and software), and (ii) paying the costs of issuing the Bonds, pursuant to the authority conferred by an election held in the Issuer on November 8, 2022, and in conformity with the laws of the State of Texas, including Chapter 45, as amended, Texas Education Code.

The Bonds are payable from the proceeds of an ad valorem tax levied, without limit as to rate or amount, upon all taxable property within the Issuer.

The Bonds stated to mature on February 15, 20__, February 15, 20__, and February 15, 20__ are referred to herein as the “Term Bonds”. The Term Bonds are subject to mandatory sinking fund redemption prior to its stated maturities from money required to be deposited in the Bond Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 15 in the year as set forth below:

Term Bonds Stated to Mature on <u>February 15, 20__</u>		Term Bonds Stated to Mature on <u>February 15, 20__</u>	
<u>Year</u>	<u>Principal Amount (\$)</u>	<u>Year</u>	<u>Principal Amount (\$)</u>

*Payable at Stated Maturity.

Term Bonds
Stated to Mature
on February 15, 20__

Year Principal
 Amount (\$)

*Payable at Stated Maturity.

The principal amount of a Term Bond required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the District, by the principal amount of any Term Bond of such Stated Maturity which, at least fifty (50) days prior to the mandatory redemption date (1) shall have been defeased or acquired by the District and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the District with money in the Bond Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

As specified in the Order, the Bonds stated to mature on and after February 15, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the Issuer, on _____, 20__, or on any date thereafter, in whole or in part in principal amounts of \$5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar) at the redemption price of par, together with accrued interest to the date of redemption, and upon thirty (30) days prior written notice being given by the Paying Agent/Registrar and subject to the terms and provisions relating thereto contained in the Order. If this Bond is subject to prior redemption and is of a denomination in excess of \$5,000, portions of the principal sum hereof in installments of \$5,000 or any integral multiple thereof may be redeemed, and, if less than all of the principal sum hereof is to be redeemed, upon the surrender of this Bond to the Paying Agent/Registrar at its corporate trust office there shall be issued to the Holder hereof, without charge therefor, for the then unredeemed balance of the principal sum hereof, a new Bond or Bonds of like Stated Maturity and interest rate in any authorized denominations provided by the Order.

If this Bond (or any portion of the principal sum hereof) shall have been duly called for redemption and notice of such redemption duly given, then upon such redemption date this Bond (or the portion of the principal sum hereof to be redeemed) shall become due and payable, and, if money for the payment of the redemption price and the interest accrued on the principal amount to be redeemed to the date of redemption is held for the purpose of such payment by the Paying Agent/Registrar, interest shall cease to accrue and be payable thereon from and after the redemption date on the principal amount scheduled to be redeemed. If this Bond is called for redemption, in whole or in part, the Issuer or the Paying Agent/Registrar shall not be required to issue, transfer, or exchange this Bond, within forty-five (45) days from the date fixed for

redemption; provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance of a Bond that is redeemed in part.

Reference is hereby made to the Order, a copy of which is on file in the corporate trust office of the Paying Agent/Registrar, and to all of the provisions of which the Holder by his acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied for the payment of the Bonds; the terms and conditions relating to the transfer or exchange of this Bond; the conditions upon which the Order may be amended or supplemented with or without the consent of the Holders; the rights, duties, and obligations of the Issuer and the Paying Agent/Registrar; the terms and provisions upon which this Bond may be redeemed or discharged at or prior to its Stated Maturity and deemed to be no longer Outstanding thereunder; and for the other terms and provisions thereof. Capitalized terms used herein have the meanings assigned to them in the Order.

This Bond, subject to certain limitations contained in the Order, may be transferred only upon its presentation and surrender at the corporate trust office of the Paying Agent/Registrar, with the Assignment hereon duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by, the Holder hereof, or his duly authorized agent, and such transfer is noted on the Security Register by the Paying Agent/Registrar. When a transfer occurs, one or more new fully registered Bonds of the same Stated Maturity, of authorized denominations, bearing the same rate of interest, and of the same principal amount that remains Outstanding will be issued to the designated transferee or transferees.

The Issuer and the Paying Agent/Registrar, and any agent of either, shall treat the Holder whose name appears on the Security Register (i) on the Record Date as the owner entitled to payment of interest hereon, (ii) on the date of surrender of this Bond as the owner entitled to payment of principal hereof at its Stated Maturity, or redemption, in whole or in part, and (iii) on any date as the owner for all other purposes, and neither the Issuer nor the Paying Agent/Registrar, or any agent of either, shall be affected by notice to the contrary. In the event of nonpayment of interest on a scheduled payment date and for thirty (30) days thereafter, a new record date for such interest payment (a *Special Record Date*) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the Special Payment Date - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the fifteenth day next preceding the date of mailing of such notice.

It is hereby certified, recited, represented, and declared that the Issuer is a duly organized and legally existing governmental agency under and by virtue of the laws of the State of Texas; that the issuance of the Bonds is duly authorized by law; that all acts, conditions, and things required to exist and be done precedent to and in the issuance of the Bonds to render the same lawful and valid obligations of the Issuer have been properly done, have happened, and have been performed in regular and due time, form and manner as required by the laws of the State of Texas and the Order; that the Bonds do not exceed any constitutional or statutory limitations; and that due provision has been made for the payment of the principal of and interest on the Bonds by the

levy of a tax as aforesaid. In case any provision in this Bond or application thereof shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions and applications of this Bond shall not in any way be affected or impaired thereby. The terms and provisions of this Bond and the Order shall be construed in accordance with and shall be governed by the laws of the State of Texas.

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IN WITNESS WHEREOF, the Board of Trustees of the Issuer has caused this Bond to be duly executed under its official seal.

LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(ISSUER SEAL)

C. *Form of Registration Certificate of Comptroller of Public Accounts to appear on Initial Bond only.

REGISTRATION CERTIFICATE OF
COMPTROLLER OF PUBLIC ACCOUNTS

OFFICE OF THE COMPTROLLER OF §
PUBLIC ACCOUNTS §
THE STATE OF TEXAS § REGISTER NO. _____
§

I HEREBY CERTIFY that this Bond has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and duly registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS my signature and seal of office this _____

Comptroller of Public Accounts
of the State of Texas

(SEAL)

*NOTE TO PRINTER: Do Not Print on Definitive Bonds.

D. *Form of Registration Certificate of Paying Agent/Registrar to Appear on Definitive Bonds only.

REGISTRATION CERTIFICATE OF PAYING AGENT/REGISTRAR

This Bond has been duly issued under the provisions of the within-mentioned Order; the Bond or Bonds of the above entitled and designated series originally delivered having been approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts, as shown by the records of the Paying Agent/Registrar.

Registered this date: _____,
_____, as _____,
Agent/Registrar Paying

By: _____
Authorized Signature

*NOTE TO PRINTER: Print on Definitive Bonds.

E. Form of Assignment.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto (Print or typewrite name, address, and zip code of transferee): _____

(Social Security or other identifying number): _____
the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

NOTICE: The signature on this assignment must correspond with the name of the registered owner as it appears on the face of the within Bond in every particular.

Signature guaranteed:

[The remainder of this page intentionally left blank.]

F. The Initial Bond for the Bonds shall be in the form set forth therefor in paragraph B of this Section, except as follows:

Heading and first two paragraphs shall be amended to read as follows:

REGISTERED
NO. T-1

REGISTERED
PRINCIPAL AMOUNT
\$ _____

UNITED STATES OF AMERICA
STATE OF TEXAS
COUNTY OF TRAVIS
LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT
UNLIMITED TAX SCHOOL BUILDING BONDS, SERIES 2023

Bond Date: _____, 2023 Interest Rate: "As Shown Below" Stated Maturity: "As Shown Below" CUSIP NO: _____

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____ DOLLARS

The Lake Travis Independent School District (the *Issuer*), a body corporate and political subdivision in the County of Travis, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner named above (the *Holder*), or the registered assigns thereof, the Principal Amount specified above on the fifteenth day of February in each of the years and in the Principal Amounts and bearing interest at the per annum rates in accordance with the following schedule:

<u>Years of Stated Maturity</u>	<u>Principal Amounts (\$)</u>	<u>Interest Rates (%)</u>
-------------------------------------	-----------------------------------	-------------------------------

(Information to be inserted from schedule in Section 2 hereof).

(or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amount hereof from the Bond Date or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to Stated Maturity or prior redemption, while Outstanding, at the per annum rates of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on each February 15 and August 15, commencing _____, 2023 (each, an *Interest Payment Date*).

Principal and premium, if any, of this Bond shall be payable at its Stated Maturity or prior redemption, while Outstanding, to the Holder hereof, upon its presentation and surrender, at the corporate trust office of _____, _____, _____ (the *Paying Agent/Registrar*). Interest shall be payable to the Holder of this Bond whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the last business day of the month next preceding each Interest Payment Date. All payments of principal of, premium, if any, and interest on this Bond shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder hereof.

G. Permanent School Fund or Insurance Legends. If bond insurance is obtained by the Purchasers, or if the Bonds are guaranteed by the Permanent School Fund of the State of Texas, the Definitive Bonds and the Initial Bond shall bear an appropriate legend as provided by the insurer to appear under the following header:

[BOND INSURANCE] [PERMANENT SCHOOL FUND GUARANTEE]
[END OF FORMS]

SECTION 9: Definitions. For all purposes of this Order (as defined below), except as otherwise expressly provided or unless the context otherwise requires: (i) the terms defined in this Section have the meanings assigned to them in this Section, and certain terms used in Section 37 of this Order have the meanings assigned to them in Section 37 of this Order, and all such terms, include the plural as well as the singular; (ii) all references in this Order to designated “Sections” and other subdivisions are to the designated Sections and other subdivisions of this Order as originally adopted; and (iii) the words “herein”, “hereof”, and “hereunder” and other words of similar import refer to this Order as a whole and not to any particular Section or other subdivision.

A. The term *Authorized Official* shall mean each of the President, Board of Trustees, the Secretary, Board of Trustees, the Superintendent of Schools, and the Assistant Superintendent for Business Services (or any successor to any of the aforementioned persons serving, or any person serving on an interim basis or in an acting position in the indicated capacity).

B. The term *Closing Date* shall mean the date of physical delivery of the Initial Bond in exchange for the payment of the agreed purchase price for the Bonds.

C. The term *Government Securities* shall mean (i) direct noncallable obligations of the United States, including obligations that are unconditionally guaranteed by, the United States of America; (ii) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent; (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a

state that have been refunded and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent; or (iv) any additional securities and obligations hereafter authorized by the laws of the State of Texas as eligible for use to accomplish the discharge of obligations such as the Bonds.

D. The term *Holder or Holders* shall mean the registered owner or owners of the Bonds appearing on the Security Register maintained by the Paying Agent/Registrar.

E. The term *Interest Payment Date* shall mean the date interest is payable on the Bonds, being semiannually on each February 15 and August 15, commencing _____, 2023, while any of the Bonds remain Outstanding.

F. The term *Order* shall mean this order adopted by the Governing Body on the date hereof.

G. The term *Outstanding* shall mean, as of the date of determination, all Bonds issued and delivered under this Order, except:

(1) those Bonds canceled by the Paying Agent/Registrar or delivered to the Paying Agent/Registrar for cancellation;

(2) those Bonds for which payment has been duly provided by the Issuer in accordance with the provisions of Section 20 of this Order; and

(3) those Bonds that have been mutilated, destroyed, lost, or stolen and replacement Bonds have been registered and delivered in lieu thereof as provided in Section 15 of this Order.

H. The term *Purchasers* shall mean the initial purchasers of the Bonds named in Section 16 of this Order.

I. The term *Stated Maturity* shall mean the annual principal payments of the Bonds payable on February 15 of each year as set forth in Section 2 of this Order.

SECTION 10: Bond Fund - Investments. For the purpose of paying the principal of, premium, if any, and interest on the Bonds, at the earlier of redemption or Stated Maturity, there shall be and is hereby created a special Fund to be designated "SERIES 2023 LAKE TRAVIS INDEPENDENT SCHOOL DISTRICT UNLIMITED TAX SCHOOL BUILDING BONDS INTEREST AND SINKING FUND" (the *Bond Fund*), which Fund shall be kept and maintained at the Issuer's depository bank, and money deposited in such Fund shall be used for no other purpose and shall be maintained as provided in Section 18. Any Authorized Official of the Issuer is hereby authorized and directed to make withdrawals from the Bond Fund sufficient to pay the principal of and interest on the Bonds as the same become due and payable, or the purchase price thereof, and shall cause to be transferred to the Paying Agent/Registrar from money on deposit in the Bond Fund an amount sufficient to pay the purchase price or the amount of principal, premium, if any, and/or interest stated to mature on the Bonds, such transfer of funds to the Paying Agent/Registrar to be made in such manner as will cause immediately available funds to be

deposited with the Paying Agent/Registrar on or before the fifteenth day next preceding each interest and principal payment date for the Bonds. To the extent that the Issuer receives an allocation from the Existing Debt Allotment or the Instructional Facilities Allotment established pursuant to Chapter 46, as amended, Texas Education Code or credits a portion of its Basic Allotment established pursuant to Subchapter B of Chapter 42, as amended, Texas Education Code, in order to satisfy Section 45.0031, as amended, Texas Education Code, the Issuer will comply with the provisions of Section 46.009(d), as amended, Texas Education Code and the aforementioned Section 45.0031 concerning the deposit of these funds into the Bond Fund.

Pending the transfer of funds to the Paying Agent/Registrar, money in any fund created and established pursuant to the provisions of this Order may, at the option of the Issuer, be placed in time deposits, certificates of deposit, guaranteed investment contracts, or similar contractual agreements as permitted by the provisions of the Public Funds Investment Act, as amended, Chapter 2256, Texas Government Code, secured (to the extent not insured by the Federal Deposit Insurance Corporation) by obligations of the type hereinafter described, or be invested, as authorized by any law, including investments held in book-entry form, in securities including, but not limited to, direct obligations of the United States of America, obligations guaranteed or insured by the United States of America, which, in the opinion of the Attorney General of the United States, are backed by its full faith and credit or represent its general obligations, or invested in indirect obligations of the United States of America, including, but not limited to, evidences of indebtedness issued, insured or guaranteed by such governmental agencies as the Federal Land Banks, Federal Intermediate Credit Banks, Banks for Cooperatives, Federal Home Loan Banks, Government National Mortgage Association, Farmers Home Administration, Federal Home Loan Mortgage Association, Small Business Administration, or Federal Housing Association; provided that all such deposits and investments shall be made in such a manner that the money required to be expended from the Bond Fund will be available at the proper time or times. All interest and income derived from deposits and investments in any funds created pursuant to the provisions of this Order shall be credited to, and any losses debited to, such fund. All such investments shall be sold promptly when necessary to prevent any default in connection with the Bonds.

SECTION 11: Levy of Taxes - Surplus Bond Proceeds. To provide for the payment of Bonds, there is hereby levied, and there shall be annually assessed and collected in due time, form, and manner, a tax on all taxable property in the Issuer, without legal limit as to rate or amount, sufficient to pay the principal of, premium, if any, and interest on the Bonds as the same becomes due and payable; and such tax hereby levied on each one hundred dollars valuation of taxable property in the Issuer for the payment of the Bonds shall be at a rate from year to year as will be ample and sufficient to provide funds each year to pay the principal of, premium, if any, and interest on the Bonds, while any Bond remains Outstanding; full allowance being made for delinquencies and costs of collection. The taxes levied, assessed, and collected for and on account of the Bonds shall be accounted for separate and apart from all other funds of the Issuer and shall be deposited into the Bond Fund; and such tax hereby levied, and to be assessed and collected annually, is hereby pledged to the payment of the Bonds.

Accrued interest on the Bonds received from the Purchasers, if any, and any surplus proceeds, including investment income therefrom, from the sale of the Bonds (which includes unspent investment income from Bond proceeds) not expended for authorized purposes shall be

deposited into the Bond Fund, and such amounts so deposited shall reduce the sum otherwise required to be deposited in the Bond Fund from ad valorem taxes.

SECTION 12: Security of Funds. All money on deposit in the Fund for which this Order makes provision (except any portion thereof as may be at any time properly invested as provided herein) shall be secured in the manner and to the fullest extent required by the laws of Texas for the security of public funds, and money on deposit in such Fund shall be used only for the purposes permitted by this Order.

SECTION 13: Notices to Holders - Waiver. Wherever this Order provides for notice to Holders of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and sent by United States mail, first-class postage prepaid, to the address of each Holder as it appears in the Security Register.

In any case where notice to Holders is given by mail, neither the failure to mail such notice to any particular Holders, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Holders. Where this Order provides for notice in any manner, such notice may be waived in writing by the Holder entitled to receive such notice, either before or after the event with respect to which such notice is given, and such waiver shall be the equivalent of such notice. Waivers of notice by Holders shall be filed with the Paying Agent/Registrar, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 14: Cancellation. All Bonds surrendered for payment, redemption, transfer, exchange, or replacement, if surrendered to the Paying Agent/Registrar, shall be promptly canceled by it and, if surrendered to the Issuer, shall be delivered to the Paying Agent/Registrar and, if not already canceled, shall be promptly canceled by the Paying Agent/Registrar. The Issuer may at any time deliver to the Paying Agent/Registrar for cancellation any Bonds previously certified or registered and delivered which the Issuer may have acquired in any manner whatsoever, and all Bonds so delivered shall be promptly canceled by the Paying Agent/Registrar. All canceled Bonds held by the Paying Agent/Registrar shall be destroyed as directed by the Issuer.

SECTION 15: Mutilated - Destroyed - Lost and Stolen Bonds. If (1) any mutilated Bond is surrendered to the Paying Agent/Registrar, or the Issuer and the Paying Agent/Registrar receive evidence to their satisfaction of the destruction, loss, or theft of any Bond, and (2) there is delivered to the Issuer and the Paying Agent/Registrar such security or indemnity as may be required to save each of them harmless, then, in the absence of notice to the Issuer or the Paying Agent/Registrar that such Bond has been acquired by a bona fide purchaser, the Issuer shall execute and, upon its request, the Paying Agent/Registrar shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Bond, a new Bond of the same Stated Maturity, interest rate, and of like tenor and principal amount, bearing a number not contemporaneously outstanding.

In case any such mutilated, destroyed, lost, or stolen Bond has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Bond, pay such Bond.

Upon the issuance of any new Bond, or payment in lieu thereof, under this Section, the Issuer may require payment by the Holder of a sum sufficient to cover any tax or other governmental charge imposed in relation thereto and any other expenses or charges (including attorney's fees and the fees and expenses of the Paying Agent/Registrar) connected therewith.

Every new Bond issued pursuant to this Section in lieu of any mutilated, destroyed, lost, or stolen Bond shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost, or stolen Bond shall be at any time enforceable by anyone, and shall be entitled to all the benefits of this Order equally and ratably with all other Outstanding Bonds.

The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost or stolen Bonds.

SECTION 16: Sale of Bonds at a Negotiated Sale – Authorization of Purchase Contract – Official Statement Approval – Use of Proceeds. The Bonds authorized by this Order are hereby sold by the District to _____, as the authorized representative of a group of underwriters at a negotiated sale (the *Purchasers*, having all the rights, benefits, and obligations of a Holder), in accordance with the provisions of a Purchase Contract (the *Purchase Contract*), dated _____, 2023, attached hereto as Exhibit C and incorporated herein by reference as a part of this Order for all purposes. The pricing and terms of the sale of the Bonds are hereby found and determined to be the most advantageous reasonably obtainable by the Issuer. The Initial Bond shall be registered in the name of _____. Any Authorized Official is hereby authorized and directed to execute the Purchase Contract for and on behalf of the Issuer and as the act and deed of this Governing Body, and in regard to the approval and execution of the Purchase Contract, the Governing Body hereby finds, determines and declares that the representations, warranties, and agreements of the Issuer contained in the Purchase Contract are true and correct in all material respects and shall be honored and performed by the Issuer. Delivery of the Bonds to the Purchasers shall occur as soon as practicable after the adoption of this Order, upon payment therefor in accordance with the terms of the Purchase Contract.

Furthermore, the District hereby ratifies, confirms, and approves in all respects (i) the Issuer's prior determination that the Preliminary Official Statement was, as of its date, "deemed final" in accordance with the Rule (hereinafter defined) and (ii) the use and distribution of the Preliminary Official Statement by the Purchasers in connection with the public offering and sale of the Bonds. The final Official Statement, being a modification and amendment of the Preliminary Official Statement to reflect the terms of sale (together with such changes approved by any Authorized Official), shall be and is hereby in all respects approved and the Purchasers are hereby authorized to use and distribute the final Official Statement, dated _____, 2023, in the reoffering, sale and delivery of the Bonds to the public. The President and the Secretary of the Governing Body are further authorized and directed to manually, facsimile, or electronically execute and deliver for and on behalf of the Issuer copies of the Official Statement in final form as may be required by the Purchasers, and such final Official Statement in the form and content manually, facsimile, or electronically executed by said officials shall be deemed to be approved by the Governing Body and constitute the Official Statement authorized for distribution and use by the Purchasers. The proper officials of the Issuer are hereby authorized to execute and deliver

a certificate pertaining to such Official Statement as prescribed therein, dated as of the date of payment for and delivery of the Bonds.

Proceeds from the sale of the Bonds shall be applied as follows:

A. The District received a [net] reoffering premium from the sale of the Bonds of \$ _____, which is hereby allocated by the District in the following manner: (1) \$ _____ to pay the Purchasers' compensation; (2) \$ _____ shall be used to pay certain costs of issuance; and (3) \$ _____ (of which \$ _____ is the rounding amount) shall be deposited into the special construction account or accounts created for the projects to be constructed with the Bond proceeds; and

B. The balance of the proceeds derived from the sale of the Bonds (including the portion of the [net] reoffering premium in the amount of \$ _____ .00 as described in paragraph A above and principal amount of \$ _____ .00 derived from the sale of the Bonds) (after paying other costs of issuance and the other deposits referred to in Paragraph A above), plus \$ _____ in accrued interest shall be deposited into the special construction account or accounts created for the projects to be constructed with the Bond proceeds. This special construction account shall be established and maintained at the Issuer's depository bank and shall be invested in accordance with the provisions of Section 10 of this Order. Interest earned on the proceeds of the Bonds pending completion of the projects financed with such proceeds shall be accounted for, maintained, deposited, and expended as permitted by the provisions of Chapter 1201, as amended, Texas Government Code, or as required by any other applicable law. Thereafter, such amounts shall be expended in accordance with Section 11.

SECTION 17: Permanent School Fund Guarantee. In accordance with the provisions of Subchapter C of Chapter 45 of the Texas Education Code, as amended, and 19 Texas Administrative Code Section 33.65, the Issuer has made application to, and received approval from, the Commissioner of Education of the State of Texas (the *Commissioner*) for the Bonds to be guaranteed as to the payment of principal and interest thereon by the "Permanent School Fund", created, established, and maintained pursuant to Article VII, Section 5 of the Constitution of the State of Texas, subject to compliance with the Texas Education Agency's rules and regulations. This constitutional provision also provides for the creation and funding of the "Available School Fund".

By virtue of the approval of the Bonds being eligible for such guarantee, the Issuer hereby covenants, agrees, and acknowledges that:

(1) Immediately following a determination by the Issuer of its inability to pay any principal payment or interest installment on the Bonds, and in no event later than five (5) days prior to a Stated Maturity or Interest Payment Date, the Superintendent of Schools of the Issuer shall notify the Commissioner, in the name of the Issuer, of (a) the Issuer's inability to pay all or any portion of the principal amount or interest installment of one or more Bonds, (b) the total dollar amount of funds required by the Issuer to pay in full the principal of and interest on the Bonds which the Issuer is unable to pay, (c) the name and address of the Paying Agent/Registrar for the Bonds, (d) the date when funds for the payment of the Bonds or interest thereon shall be required to be furnished to the Issuer and

deposited with the Paying Agent/Registrar, and (e) such other information as the Commissioner shall require;

(2) Any notices to be given to the Holders hereunder shall additionally be given to the Commissioner, when and as mailed to the Holders;

(3) If the Issuer fails to pay the principal of and interest on any Bond and the payment thereof is provided with funds from the Permanent School Fund in accordance with the guarantee, the provisions of Section 45.059(b) of the Texas Education Code, as amended, shall prevail, to the extent of conflict, over the provisions of Section 14 hereof and such amount or amounts paid with funds from the Permanent School Fund or the Available School Fund, plus interest on such amount or amounts, shall be deducted from the first funds (being foundation school fund payments first, then available school fund payments) the Issuer would otherwise be lawfully entitled to receive from the State of Texas, until full reimbursement of such amount or amounts has been made to the Permanent School Fund;

(4) If two or more payments from the Permanent School Fund are made pursuant to the guarantee and the Commissioner determines that the Issuer is acting in bad faith under the guarantee, the Attorney General of the State of Texas may institute appropriate legal action to compel the Issuer and its officers, agents, and employees to comply with the duties required by law in regard to the Bonds; and

(5) If the Issuer fails to pay principal or interest on a Bond when it matures, other amounts not yet mature shall not be accelerated and shall not become due by virtue of the Issuer's default.

If the principal of, premium, if any, and interest on the Bonds are paid prior to Stated Maturity or if the Bonds are defeased as provided in Section 20, the guarantee as to payment of principal of and interest on the Bonds by the corpus and income of the Permanent School Fund shall immediately be terminated and be removed in its entirety. Notice of any such prepayment, redemption, or defeasance shall be forwarded to the Commissioner within ten (10) calendar days of such action.

SECTION 18: Covenants to Maintain Tax-Exempt Status.

A. Covenants. The Issuer covenants to take any action necessary to assure, or refrain from any action which would adversely affect, the treatment of the Bonds as obligations described in section 103 of the Internal Revenue Code of 1986, as amended (the *Code*), the interest on which is not includable in the "gross income" of the holder for purposes of federal income taxation. In furtherance thereof, the Issuer covenants as follows:

(1) to take any action to assure that no more than 10 percent of the proceeds of the Bonds or the projects financed therewith (less amounts deposited to a reserve fund, if any) are used for any "private business use," as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds or the projects financed therewith are so used, such amounts, whether or not received by the Issuer, with respect to such private business use, do not, under the terms of this Order or any underlying arrangement, directly or

indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Bonds, in contravention of section 141(b)(2) of the Code;

(2) to take any action to assure that in the event that the “private business use” described in subsection (1) hereof exceeds 5 percent of the proceeds of the Bonds or the projects financed therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent is used for a “private business use” which is “related” and not “disproportionate,” within the meaning of section 141(b)(3) of the Code, to the governmental use;

(3) to take any action to assure that no amount which is greater than the lesser of \$5,000,000, or 5 percent of the proceeds of the Bonds (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(4) to refrain from taking any action which would otherwise result in the Bonds being treated as “private activity bonds” within the meaning of section 141(b) of the Code;

(5) to refrain from taking any action that would result in the Bonds being “federally guaranteed” within the meaning of section 149(b) of the Code;

(6) to refrain from using any portion of the proceeds of the Bonds, directly or indirectly, to acquire or to replace funds which were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) which produces a materially higher yield over the term of the Bonds, other than investment property acquired with -

(a) proceeds of the Bonds invested for a reasonable temporary period of 3 years or less or, in the case of a refunding bond, for a period of 90 days or less until such proceeds are needed for the purpose for which the bonds are issued,

(b) Amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the Treasury Regulations, and

(c) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent of the proceeds of the Bonds;

(7) to otherwise restrict the use of the proceeds of the Bonds or amounts treated as proceeds of the Bonds, as may be necessary, so that the Bonds do not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage);

(8) to refrain from using the proceeds of the Bonds or proceeds of any prior bonds to pay debt service on another issue more than 90 days after the date of issue of the Bonds in contravention of the requirements of section 149(d) of the Code (relating to advance refundings); and

(9) to pay to the United States of America at least once during each five-year period (beginning on the date of delivery of the Bonds) an amount that is at least equal to 90 percent of the “Excess Earnings”, within the meaning of section 148(f) of the Code and to pay to the United States of America, not later than 60 days after the Bonds have been paid in full, 100 percent of the amount then required to be paid as a result of Excess Earnings under section 148(f) of the Code.

B. Rebate Fund. In order to facilitate compliance with the above covenant (8), a “Rebate Fund” is hereby established by the Issuer for the sole benefit of the United States of America, and such fund shall not be subject to the claim of any other person, including without limitation the bondholders. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

C. Proceeds. The Issuer understands that the term “proceeds” includes “disposition proceeds” as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Bonds and any replacement funds administered by the Texas State Board of Education as part of the Permanent School Fund. It is the understanding of the Issuer that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated which modify or expand provisions of the Code, as applicable to the Bonds, the Issuer will not be required to comply with any covenant contained herein to the extent that such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Bonds under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated which impose additional requirements which are applicable to the Bonds, the Issuer agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Bonds under section 103 of the Code. In furtherance of such intention, the Issuer hereby authorizes and directs any Authorized Official to execute any documents, certificates or reports required by the Code and to make such elections, on behalf of the Issuer, which may be permitted by the Code as are consistent with the purpose for the issuance of the Bonds.

D. Allocation Of, and Limitation On, Expenditures for the Project. The Issuer covenants to account for the expenditure of sale proceeds and investment earnings to be used for the purposes described in Section 1 of this Order (the *Project*) on its books and records in accordance with the requirements of the Internal Revenue Code. The Issuer recognizes that in order for the proceeds to be considered used for the reimbursement of costs, the proceeds must be allocated to expenditures within 18 months of the later of the date that (1) the expenditure is made, or (2) the Project is completed; but in no event later than three years after the date on which the original expenditure is paid. The foregoing notwithstanding, the Issuer recognizes that in order for proceeds to be expended under the Internal Revenue Code, the sale proceeds or investment earnings must be expended no more than 60 days after the earlier of (1) the fifth anniversary of the delivery of the Bonds, or (2) the date the Bonds are retired. The Issuer agrees to obtain the advice of nationally-recognized bond counsel if such expenditure fails to comply with the foregoing to assure that such expenditure will not adversely affect the tax-exempt status of the Bonds. For purposes hereof, the issuer shall not be obligated to comply with this covenant if it obtains an

opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

E. Disposition of Project. The Issuer covenants that the property constituting the Project will not be sold or otherwise disposed in a transaction resulting in the receipt by the Issuer of cash or other compensation, unless any action taken in connection with such disposition will not adversely affect the tax-exempt status of the Bonds. For purpose of the foregoing, the Issuer may rely on an opinion of nationally-recognized bond counsel that the action taken in connection with such sale or other disposition will not adversely affect the tax-exempt status of the Bonds. For purposes of the foregoing, the portion of the property comprising personal property and disposed in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

F. Written Procedures. Unless superseded by another action of the Issuer, to ensure compliance with the covenants contained herein regarding private business use, remedial actions, arbitrage and rebate, the Governing Body hereby adopts and establishes the instructions attached hereto as Exhibit E, as the Issuer's written procedures.

G. Reimbursement. This Order is intended to satisfy the official requirements set forth in section 1.150-2 of the Treasury Regulations.

SECTION 19: Control and Custody of Bonds. The President of the Governing Body shall be and is hereby authorized to take and have charge of all necessary orders and records pending investigation by the Attorney General of the State of Texas, including the printing and supply of definitive Bonds, and shall take and have charge and control of the Initial Bond pending approval by the Attorney General, the registration thereof by the Comptroller of Public Accounts, and the delivery thereof to the Purchasers.

Furthermore, each Authorized Official is hereby authorized and directed to furnish and execute such documents relating to the Issuer and its financial affairs as may be necessary for the issuance of the Bonds, the approval of the Attorney General and their registration by the Comptroller of Public Accounts and, together with the Issuer's Financial Advisor, Bond Counsel, and the Paying Agent/Registrar, make the necessary arrangements for the delivery of the Initial Bond to the Purchasers and the initial exchange thereof for definitive Bonds.

SECTION 20: Satisfaction of Obligation of Issuer. If the Issuer shall pay or cause to be paid, or there shall otherwise be paid to the Holders, the principal of, premium, if any, and interest on the Bonds, at the times and in the manner stipulated in this Order, then the pledge of taxes levied under this Order and all covenants, agreements, and other obligations of the Issuer to the Holders shall thereupon cease, terminate, and be discharged and satisfied.

Bonds, or any principal amounts thereof, shall be deemed to have been paid within the meaning and with the effect expressed above in this Section when (i) money sufficient to pay in full such Bonds or the principal amounts thereof at Stated Maturity, or the redemption date therefor, together with all interest due thereon, shall have been irrevocably deposited with and held

in trust by the Paying Agent/Registrar, or an authorized escrow agent, and/or (ii) Government Securities shall have been irrevocably deposited in trust with the Paying Agent/Registrar, or an authorized escrow agent, which Government Securities will mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money, together with any money deposited therewith, if any, to pay when due the principal of and interest on such Bonds, or the principal amounts thereof, on and prior to the Stated Maturity thereof or (if notice of redemption has been duly given or waived or if irrevocable arrangements therefor acceptable to the Paying Agent/Registrar have been made) the redemption date thereof for the Bonds. In the event of a defeasance of the Bonds, the Issuer shall deliver a certificate from its financial advisor, an independent accounting firm, the Paying Agent/Registrar, or another qualified third party concerning the deposit of cash and/or Government Securities to pay, when due, the principal of, redemption premium (if any), and interest due on any defeased Bonds. As and to the extent applicable, if at all, the Issuer covenants that no deposit of money or Government Securities will be made under this Section and no use made of any such deposit which would cause the Bonds to be treated as arbitrage bonds within the meaning of section 148 of the Code.

Any money so deposited with the Paying Agent/Registrar, and all income from Government Securities held in trust by the Paying Agent/Registrar, or an authorized escrow agent, pursuant to this Section which is not required for the payment of the Bonds, or any principal amounts thereof, or interest thereon with respect to which such money has been so deposited shall be remitted to the Issuer or deposited as directed by the Issuer. Furthermore, any money held by the Paying Agent/Registrar for the payment of the principal of and interest on the Bonds and remaining unclaimed for a period of three (3) years after the Stated Maturity or applicable redemption date of the Bonds such money was deposited and is held in trust to pay shall, upon the request of the Issuer, be remitted to the Issuer against a written receipt therefor, subject to the unclaimed property laws of the State of Texas.

Notwithstanding any other provision of this Order to the contrary, it is hereby provided that any determination not to redeem defeased Bonds that is made in conjunction with the payment arrangements specified in (i) or (ii) above shall not be irrevocable, provided that: (1) in the proceedings providing for such defeasance, the Issuer expressly reserves the right to call the defeased Bonds for redemption; (2) gives notice of the reservation of that right to the owners of the defeased Bonds immediately following the defeasance; (3) directs that notice of the reservation be included in any redemption notices that it authorizes; and (4) at the time of the redemption, satisfies the conditions of (i) or (ii) above with respect to such defeased debt as though it was being defeased at the time of the exercise of the option to redeem the defeased Bonds, after taking the redemption into account in determining the sufficiency of the provisions made for the payment of the defeased Bonds.

SECTION 21: Order a Contract - Amendments - Outstanding Bonds. The Issuer acknowledges that the covenants and obligations of the Issuer herein contained are a material inducement to the purchase of the Bonds. This Order shall constitute a contract with the Holders from time to time, shall be binding on the Issuer, and shall not be amended or repealed by the Issuer so long as any Bond remains Outstanding except as permitted in this Section. The Issuer, may, without the consent of or notice to any Holders, from time to time and at any time, amend this Order in any manner not detrimental to the interests of the Holders, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the Issuer may,

with the written consent of Holders holding a majority in aggregate principal amount of the Bonds then Outstanding affected thereby, amend, add to, or rescind any of the provisions of this Order; provided that, without the consent of all Holders of Outstanding Bonds, no such amendment, addition, or rescission shall (1) extend the time or times of payment of the principal of, premium, if any, and interest on the Bonds, reduce the principal amount thereof, the redemption price therefor, or the rate of interest thereon, or in any other way modify the terms of payment of the principal of, premium, if any, or interest on the Bonds, (2) give any preference to any Bond over any other Bond, or (3) reduce the aggregate principal amount of Bonds required for consent to any such amendment, addition, or rescission.

SECTION 22: Facilities Allotment Revenues. In connection with the issuance of the Bonds, the Issuer may make application to the Texas Education Agency for financial assistance from the State of Texas (the *State*) in accordance with the instructional facilities allotment funding program established pursuant to Chapter 46, as amended, Texas Education Code (the *Program*). In each fiscal year in which the Issuer received funding under the existing debt allotment program, the Program, or any successor State funding programs which provide a debt service subsidy for the Bonds (such funds being collectively referred to herein as Debt Subsidy Funds), the Issuer shall deposit immediately upon receipt the Debt Subsidy Funds received to the credit of the Bond Fund created pursuant to Section 10. Notwithstanding the requirements of Section 11, if the Debt Subsidy Funds are actually on deposit in the Bond Fund in advance of the time when ad valorem taxes are scheduled to be levied for any year, then the amount of taxes which otherwise would have been required to be levied pursuant to Section 11 shall be reduced to the extent and by the amount of the Debt Subsidy Funds then on deposit in the Bond Fund.

SECTION 23: Remedies in Event of Default. In addition to all the rights and remedies provided by the laws of the State of Texas, the Issuer covenants and agrees particularly that in the event the Issuer (a) defaults in the payments to be made to the Bond Fund, or (b) defaults in the observance or performance of any other of the covenants, conditions, or obligations set forth in this Order, the Holders of any of the Bonds shall be entitled to a writ of mandamus issued by a court of proper jurisdiction compelling and requiring the Governing Body and other officers of the Issuer to observe and perform any covenant, condition, or obligation prescribed in this Order.

No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised from time to time and as often as may be deemed expedient. The specific remedies herein provided shall be cumulative of all other existing remedies and the specification of such remedies shall not be deemed to be exclusive.

SECTION 24: Printed Opinion. The Purchasers' obligation to accept delivery of the Bonds is subject to its being furnished a final opinion of McCall, Parkhurst & Horton L.L.P., San Antonio, Texas, as Bond Counsel, approving certain legal matters as to the Bonds, the opinion to be dated and delivered as of the date of initial delivery and payment for such Bonds. Printing of a true and correct copy of the opinion on the reverse side of each of the Bonds, with an appropriate certificate pertaining thereto executed by the facsimile signature of the President or Secretary of the Governing Body, is hereby approved and authorized.

SECTION 25: CUSIP Numbers. CUSIP numbers may be printed on the Bonds. It is expressly provided, however, that the presence or absence of CUSIP numbers on the Bonds shall be of no significance or effect as regards the legality thereof and neither the Issuer nor Bond Counsel are to be held responsible for CUSIP numbers incorrectly printed on the Bonds.

SECTION 26: Effect of Headings. The Section headings herein are for convenience only and shall not affect the construction hereof.

SECTION 27: Benefits of Order. Nothing in this Order, expressed or implied, is intended or shall be construed to confer upon any person other than the Issuer, the Paying Agent/Registrar, Bond Counsel, Financial Advisors, Purchasers, and the Holders, any right, remedy, or claim, legal or equitable, under or by reason of this Order or any provision hereof, this Order and all its provisions being intended to be and being for the sole and exclusive benefit of the Issuer, the Paying Agent/Registrar, Bond Counsel, Financial Advisors, the Purchasers, and the Holders.

SECTION 28: Inconsistent Provisions. All orders, or parts thereof, which are in conflict or inconsistent with any provision of this Order are hereby repealed to the extent of such conflict, and the provisions of this Order shall be and remain controlling as to the matters herein provided.

SECTION 29: Construction of Terms. If appropriate in the context of this Order, words of the singular number shall be considered to include the plural, words of the plural number shall be considered to include the singular, and words of the masculine, feminine or neuter gender shall be considered to include the other genders.

SECTION 30: Governing Law. This Order shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 31: Severability. If any provision of this Order or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Order and the application thereof to other persons or circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Order would have been enacted without such invalid provision.

SECTION 32: Public Meeting. It is officially found, determined, and declared that the meeting at which this Order is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 33: Authorization of Paying Agent/Registrar Agreement. The Governing Body hereby finds and determines that it is in the best interest of the Issuer to authorize the execution of a Paying Agent/Registrar Agreement pertaining to the registration, transferability, exchange, and payment of the Bonds. A copy of the Paying Agent/Registrar Agreement is attached hereto, in substantially final form, as Exhibit B and is incorporated herein by reference as fully as if recopied in its entirety in this Order.

SECTION 34: Incorporation of Preamble Recitals. The recitals contained in the preamble to this Order are hereby found to be true, and such recitals are hereby made a part of this Order for all purposes and are adopted as a part of the judgment and findings of the Governing Body.

SECTION 35: Unavailability of Authorized Publication. If, because of the temporary or permanent suspension of any newspaper, journal, or other publication, or, for any reason, publication of notice cannot be made meeting any requirements herein established, any notice required to be published by the provisions of this Order shall be given in such other manner and at such time or times as in the judgment of the Issuer or of the Paying Agent/Registrar shall most effectively approximate such required publication and the giving of such notice in such manner shall for all purposes of this Order be deemed to be in compliance with the requirements for publication thereof.

SECTION 36: No Recourse Against Issuer Officials. No recourse shall be had for the payment of principal of, premium, if any, or interest on any Bond or for any claim based thereon or on this Order against any official of the Issuer or any person executing any Bond.

SECTION 37: Continuing Disclosure Undertaking.

A. Definitions.

As used in this Section, the following terms have the meanings ascribed to such terms below:

EMMA means the MSRB's Electronic Municipal Market Access system, accessible by the general public, without charge, on the internet through the uniform resource locator (URL) <http://www.emma.msrb.org>.

Financial Obligation means a (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of a debt obligation or any such derivative instrument; provided that "financial obligation" shall not include municipal securities (as defined in the Securities Exchange Act of 1934, as amended) as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

MSRB means the Municipal Securities Rulemaking Board.

Rule means SEC Rule 15c2-12, as amended from time to time.

SEC means the United States Securities and Exchange Commission.

Undertaking means the District's continuing disclosure undertaking, described in Paragraphs B through E below, hereunder accepted and entered into by the District for the purpose of compliance with the Rule.

B. Annual Reports.

The Issuer shall file annually with the MSRB, (1) within six months after the end of each fiscal year ending in or after 2023, financial information and operating data with respect to the Issuer of the general type included in the final Official Statement authorized by Section 16 of this Order, being the information described in Exhibit D hereto, and (2) if not provided as part such financial information and operating data, audited financial statements of the Issuer, when and if

available. Any financial statements so to be provided shall be (i) prepared in accordance with the accounting principles described in Exhibit D hereto, or such other accounting principles as the Issuer may be required to employ from time to time pursuant to state law or regulation, and (ii) audited, if the Issuer commissions an audit of such financial statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within such period, then the Issuer shall file unaudited financial statements within such period and audited financial statements for the applicable fiscal year to the MSRB, when and if the audit report on such financial statements becomes available. Under current Texas law, including, but not limited to, Chapter 44, as amended, Texas Education Code, the Issuer must keep its fiscal records in accordance with generally accepted accounting principles, must have its financial accounts and records audited by a certified or permitted public accountant and must file each audit report with the Texas Education Agency within 150 days after the close of the Issuer's fiscal year. Copies of each audit report must also be filed in the office of the Issuer and with the President or Secretary, Board of Trustees. The Issuer's fiscal records and audit reports are available for public inspection during the regular business hours of the District. Additionally, upon the filing of these financial statements and the annual audit, these documents are subject to the Texas Open Records Act, as amended, Texas Government Code, Chapter 552.

If the Issuer changes its fiscal year, it will file notice of such change (and of the date of the new fiscal year end) with the MSRB prior to the next date by which the Issuer otherwise would be required to provide financial information and operating data pursuant to this Section.

C. Notice of Certain Events.

The Issuer shall file notice of any of the following events with respect to the Bonds to the MSRB in a timely manner and not more than 10 business days after occurrence of the event:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (7) Modifications to rights of holders of the Bonds, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;

- (10) Release, substitution, or sale of property securing repayment of the Bonds, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership, or similar event of the Issuer, which shall occur as described below;
- (13) The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of its assets, other than in the ordinary course of business, the entry into of a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- (14) Appointment of a successor or additional paying agent/registrar or the change of name of a paying agent/registrar, if material;
- (15) Incurrence of a Financial Obligation of the Issuer, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the Issuer, any of which affects security holders, if material; and
- (16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the Issuer, any of which reflect financial difficulties.

For these purposes, (a) any event described in the immediately preceding paragraph (12) is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the Issuer in a proceeding under the United States Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Issuer, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer, and (b) the District intends the words used in the immediately preceding paragraphs (15) and (16) and the definition of Financial Obligation in this Section have the same meanings as when they are used in the Rule, as evidenced by SEC Release No. 34-83885, dated August 20, 2018.

The Issuer shall notify the MSRB, in a timely manner, of any failure by the Issuer to provide financial information or operating data in accordance with this Section by the time required by this Section.

D. Limitations, Disclaimers, and Amendments.

The Issuer shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the Issuer remains an “obligated person” with respect to the Bonds within the meaning of the Rule, except that the Issuer in any event will give notice of any deposit that causes the Bonds to be no longer Outstanding.

The provisions of this Section are for the sole benefit of the Holders and beneficial owners of the Bonds, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The Issuer undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the Issuer's financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The Issuer does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Bonds at any future date.

UNDER NO CIRCUMSTANCES SHALL THE ISSUER BE LIABLE TO THE HOLDER OR BENEFICIAL OWNER OF ANY BOND OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE ISSUER, WHETHER NEGLIGENT OR WITH OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

No default by the Issuer in observing or performing its obligations under this Section shall constitute a breach of or default under this Order for purposes of any other provision of this Order.

Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the Issuer under federal and state securities laws.

The provisions of this Section may be amended by the Issuer from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the Issuer, but only if (1) the provisions of this Section, as so amended, would have permitted an underwriter to purchase or sell Bonds in the primary offering of the Bonds in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (2) either (a) the Holders of a majority in aggregate principal amount (or any greater amount required by any other provision of this Order that authorizes such an amendment) of the Outstanding Bonds consent to such amendment or (b) a person that is unaffiliated with the Issuer (such as nationally recognized bond counsel) determines that such amendment will not materially impair the interests of the Holders and beneficial owners of the Bonds. The Issuer may also repeal or amend the provisions of this Section if the SEC amends or repeals the applicable provisions of the Rule or any court of final jurisdiction enters judgment that such provisions of the Rule are invalid, and the Issuer also may amend the provisions of this Section in its discretion in any other manner or circumstance, but in either case only if and to the extent that the provisions of this sentence would not have prevented an underwriter from lawfully purchasing or selling Bonds in the primary offering of the Bonds, giving effect to (a) such provisions as so amended and (b) any amendments or interpretations of the Rule. If the Issuer so amends the provisions of this Section, it shall include with any amended financial information or operating data next provided in accordance with subsection B of this Section an explanation, in narrative form, of the reasons

for the amendment and of the impact of any change in the type of financial information or operating data so provided.

E. Information Format- Incorporation by Reference.

The Issuer information required under this Section shall be filed with the MSRB through EMMA in such format and accompanied by such identifying information as may be specified from time to time thereby. Under the current rules of the MSRB, continuing disclosure documents submitted to EMMA must be in word-searchable portable document format (PDF) files that permit the document to be saved, viewed, printed, and retransmitted by electronic means and the series of obligations to which such continuing disclosure documents relate must be identified by CUSIP number or numbers.

F. General Policies and Procedures Concerning Compliance with the Rule.

Because the issuance of the Bonds is subject to the provisions of the Rule and because the potential “underwriters” in a negotiated sale of the Bonds or the initial purchasers in a competitive sale of the Bonds may be subject to MSRB rules and regulations with respect to such sale (including certain due diligence and suitability requirements, among others), the Issuer hereby adopts the General Policies and Procedures Concerning Compliance with the Rule (the *Policies and Procedures*), attached hereto as Exhibit F, with which the Issuer shall follow to assure compliance with the Undertaking. The Issuer has developed these Policies and Procedures for the purpose of meeting its requirements of the Undertaking and, in connection therewith, has sought the guidance from its internal staff charged with administering the Issuer’s financial affairs, its municipal or financial advisors, its legal counsel (including its Bond Counsel), and its independent accountants (to the extent determined to be necessary or advisable). The Policies and Procedures can be amended at the sole discretion of the Issuer and any such amendment will not be deemed to be an amendment to the Undertaking. Each Authorized Official is hereby authorized to amend the Policies and Procedures as a result of a change in law, a future issuance of indebtedness subject to the Rule, or another purpose determined by the Authorized Official to be necessary or desirable for or with respect to future compliance with the Undertaking.

Financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document) available to the public through EMMA or filed with the SEC.

SECTION 38: Book-Entry Only System.

The Bonds shall initially be registered so as to participate in a securities depository system (the *DTC System*) with the Depository Trust Company, New York, New York or any successor entity thereto (*DTC*), as set forth herein. Each Stated Maturity of the Bonds shall be issued (following cancellation of the Initial Bond described in Section 7) in the form of a separate single definitive Bond. Upon issuance, the ownership of each such Bond shall be registered in the name of Cede & Co., as the nominee of DTC, and all of the Outstanding Bonds shall be registered in the name of Cede & Co., as the nominee of DTC. The Issuer and the Paying Agent/Registrar are authorized to execute, deliver, and take the actions set forth in such letters to or agreements with

DTC as shall be necessary to effectuate the DTC System, including the Letter of Representations attached hereto as Exhibit G (the *Representation Letter*).

With respect to the Bonds registered in the name of Cede & Co., as nominee of DTC, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation to any broker-dealer, bank, or other financial institution for which DTC holds the Bonds from time to time as securities depository (a *Depository Participant*) or to any person on behalf of whom such a Depository Participant holds an interest in the Bonds (an *Indirect Participant*). Without limiting the immediately preceding sentence, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co., or any Depository Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Depository Participant or any other person, other than a registered owner of the Bonds, as shown on the Security Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the delivery to any Depository Participant or any Indirect Participant or any other Person, other than a Holder of a Bond, of any amount with respect to principal of, premium, if any, or interest on the Bonds. While in the DTC System, no person other than Cede & Co., or any successor thereto, as nominee for DTC, shall receive a bond certificate evidencing the obligation of the Issuer to make payments of principal, premium, if any, and interest on the Bonds pursuant to this Order. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Order with respect to interest checks or drafts being mailed to the Holder, the word "Cede & Co." in this Order shall refer to such new nominee of DTC.

In the event that (a) the Issuer determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (b) the Representation Letter shall be terminated for any reason, or (c) DTC or the Issuer determines that it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the Issuer shall notify the Paying Agent/Registrar, DTC, and DTC Participants of the availability within a reasonable period of time through DTC of bond certificates, and the Bonds shall no longer be restricted to being registered in the name of Cede & Co., as nominee of DTC. At that time, the Issuer may determine that the Bonds shall be registered in the name of and deposited with a successor depository operating a securities depository system, as may be acceptable to the Issuer, or such depository's agent or designee, and if the Issuer and the Paying Agent/Registrar do not select such alternate securities depository system then the Bonds may be registered in whatever name or names the Holders of Bonds transferring or exchanging the Bonds shall designate, in accordance with the provisions hereof.

Notwithstanding any other provision of this Order to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the manner provided in the Representation Letter.

SECTION 39: Further Procedures. The officers and employees of the Issuer are hereby authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the Issuer all such instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Order, the initial sale

and delivery of the Bonds, the Paying Agent/Registrar Agreement, and the Purchase Contract. In addition, prior to the initial delivery of the Bonds, each Authorized Official and Bond Counsel are hereby authorized and directed to approve any technical changes or corrections to this Order or to any of the instruments authorized and approved by this Order necessary in order to (1) correct any ambiguity or mistake or properly or more completely document the transactions contemplated and approved by this Order, (2) obtain a rating from any nationally recognized rating service, or (3) obtain the approval of the Bonds by the Texas Attorney General's office. Bond Counsel is further authorized to institute any bond validation suit under Chapter 1205, as amended, Texas Government Code (or any successor statute thereto) related to the Bonds while the Bonds are outstanding and unpaid. In case any officer of the Issuer whose signature shall appear on any certificate shall cease to be such officer before the delivery of such certificate, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

SECTION 40: Delegation Authorization Pursuant to HB 1295. Though such parties may be identified, and the entry into a particular form of contract may be authorized herein, pursuant to the Act, and any other applicable law, the Board, pursuant to the Act and other applicable law, hereby delegates to the Superintendent of Schools and/or Assistant Superintendent for Business Services the authority to independently select the counterparty to any paying agent/registrar, rating agency, bond insurer, securities depository, or any other contract that is determined by the Superintendent of Schools, the Assistant Superintendent for Business Services, the District's Financial Advisor, or the District's Bond Counsel to be necessary or incidental to the issuance of the Bonds as long as each of such contracts has a value of less than the amount referenced in Section 2252.908 of the Texas Government Code (collectively, the *Ancillary Bond Contracts*) and, as necessary, to execute the Ancillary Bond Contracts on behalf and as the act and deed of the District. The Board has not participated in the selection of any of the business entities which are counterparties to the Ancillary Bond Contracts.

SECTION 41: Issuer's Consent to Provide Information and Documentation to the Texas MAC. The Municipal Advisory Council of Texas (the *Texas MAC*), a non-profit membership corporation organized exclusively for non-profit purposes described in section 501(c)(6) of the Internal Revenue Code and which serves as a comprehensive financial information repository regarding municipal debt issuers in Texas, requires provision of written documentation regarding the issuance of municipal debt by the issuers thereof. In support of the purpose of the Texas MAC and in compliance with applicable law, the Issuer hereby consents to and authorizes any Authorized Official, Bond Counsel to the Issuer, and/or Financial Advisor to the Issuer to provide to the Texas MAC information and documentation requested by the Texas MAC relating to the Bonds; provided, however, that no such information and documentation shall be provided prior to the Closing Date. This consent and authorization relates only to information and documentation that is a part of the public record concerning the issuance of the Bonds.

SECTION 42: Effective Date. This Order shall be in force and effect from and after its passage on the date shown below.

* * *

PASSED AND ADOPTED, this 14th day of December, 2022.

LAKE TRAVIS INDEPENDENT SCHOOL
DISTRICT

President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

(DISTRICT SEAL)

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EXHIBIT A

Approval Certificate

See Tab No. ___

EXHIBIT B

Paying Agent/Registrar Agreement

See Tab No. ___

EXHIBIT C

Purchase Contract

See Tab No. __

EXHIBIT D

Description of Annual Financial Information

The following information is referred to in Section 37 of this Order.

Annual Financial Statements and Operating Data

The financial information and operating data with respect to the District to be provided annually in accordance with such Section are as specified (and included in the Appendix or under the headings of the Official Statement referred to) below:

(1) The quantitative financial information and operating data of the District of the general type included in Appendix A of the Official Statement.

(2) The District's audited financial statements for the most recently concluded fiscal year or to the extent these audited financial statements are not available, the unaudited financial statements of the District appended to the Official Statement as Appendix C, but for the most recently concluded fiscal year.

Accounting Principles

The accounting principles referred to in such Section are generally accepted accounting principles for governmental units as prescribed by the Government Accounting Standards Board from time to time.

EXHIBIT E

Written Procedures Relating to Continuing Compliance with Federal Tax Covenants

A. Arbitrage. With respect to the investment and expenditure of the proceeds of the Bonds, the District's Assistant Superintendent for Business Services (the *Responsible Person*), will:

- (i) instruct the appropriate person or persons that the construction, renovation or acquisition of the facilities must proceed with due diligence and that binding contracts for the expenditure of at least 5% of the proceeds of the Bonds will be entered into within six (6) months of the date of delivery of the Bonds (the *Issue Date*);
- (ii) monitor that at least 85% of the proceeds of the Bonds to be used for the construction, renovation or acquisition of any facilities are expended within three (3) years of the Issue Date;
- (iii) restrict the yield of the investments to the yield on the Bonds after three (3) years of the Issue Date;
- (iv) monitor all amounts deposited into a sinking fund or funds (e.g., the Interest and Sinking Fund), to assure that the maximum amount invested at a yield higher than the yield on the Bonds does not exceed an amount equal to the debt service on the Bonds in the succeeding 12 month period plus a carryover amount equal to one-twelfth of the principal and interest payable on the Bonds for the immediately preceding 12-month period;
- (v) ensure that no more than 50% of the proceeds of the Bonds are invested in an investment with a guaranteed yield for 4 years or more;
- (vi) maintain any official action of the District (such as a reimbursement resolution) stating its intent to reimburse with the proceeds of the Bonds any amount expended prior to the Issue Date for the acquisition, renovation or construction of the facilities;
- (vii) ensure that the applicable information return (e.g., IRS Form 8038-G, 8038-GC, or any successor forms) is timely filed with the IRS; and
- (viii) assure that, unless excepted from rebate and yield restriction under section 148(f) of the Code, excess investment earnings are computed and paid to the U.S. government at such time and in such manner as directed by the IRS (A) at least every 5 years after the Issue Date and (B) within 30 days after the date the Bonds are retired.

B. Private Business Use. With respect to the use of the facilities financed or refinanced with the proceeds of the Bonds the Responsible Person will:

- (i) monitor the date on which the facilities are substantially complete and available to be used for the purpose intended;
- (ii) monitor whether, at any time the Bonds are outstanding, any person, other than the District, the employees of the District, the agents of the District or members of the general public has any contractual right (such as a lease, purchase, management or other service agreement) with respect to any portion of the facilities;
- (iii) monitor whether, at any time the Bonds are outstanding, any person, other than the District, the employees of the District, the agents of the District or members of the general public has a right to use the output of the facilities (e.g., water, gas, electricity);
- (iv) monitor whether, at any time the Bonds are outstanding, any person, other than the District, the employees of the District, the agents of the District or members of the general public has a right to use the facilities to conduct or to direct the conduct of research;
- (v) determine whether, at any time the Bonds are outstanding, any person, other than the District, has a naming right for the facilities or any other contractual right granting an intangible benefit;
- (vi) determine whether, at any time the Bonds are outstanding, the facilities are sold or otherwise disposed of; and
- (vii) take such action as is necessary to remediate any failure to maintain compliance with the covenants contained in the Order related to the public use of the facilities.

C. Record Retention. The Responsible Person will maintain or cause to be maintained all records relating to the investment and expenditure of the proceeds of the Bonds and the use of the facilities financed or refinanced thereby for a period ending three (3) years after the complete extinguishment of the Bonds. If any portion of the Bonds is refunded with the proceeds of another series of tax-exempt obligations, such records shall be maintained until the three (3) years after the refunding obligations are completely extinguished. Such records can be maintained in paper or electronic format.

D. Responsible Person. The Responsible Person shall receive appropriate training regarding the District's accounting system, contract intake system, facilities management and other systems necessary to track the investment and expenditure of the proceeds and the use of the facilities financed or refinanced with the proceeds of the Bonds. The foregoing notwithstanding, the Responsible Person is authorized and instructed to retain such experienced advisors and agents as may be necessary to carry out the purposes of these instructions.

EXHIBIT F

General Policies and Procedures Concerning Compliance with the Rule

I. Capitalized terms used in this Exhibit have the meanings ascribed thereto in Section 37 of the Order. “Bonds” refers to the Bonds that are the subject of the Order to which this Exhibit is attached.

II. As a capital markets participant, the District is aware of its continuing disclosure requirements and obligations existing under the Rule prior to February 27, 2019, the effective date of the most recent amendment to the Rule (the *Effective Date*), and has implemented and maintained internal policies, processes, and procedures to ensure compliance therewith. Adherence to these internal policies, processes, and procedures has enabled underwriters in non-exempt negotiated sales and initial purchasers in non-exempt competitive sales to comply with their obligations arising under various MSRB rules and regulations concerning due diligence and findings of suitability, among other matters, regarding the District’s compliance with the Rule.

III. The District is aware that the Rule was amended as of the Effective Date (the *Rule Amendment*) and has accommodated this amendment by adding subparagraphs (15) and (16) to Section 37 of the Order, which provisions are a part of the Undertaking.

IV. The District is aware that “participating underwriters” (as such term is defined in the Rule) of the Bonds must make inquiry and reasonably believe that the District is likely to comply with the Undertaking and that the standards for determining compliance have increased over time as a result of, among others, the United States Securities and Exchange Commission’s Municipalities Continuing Disclosure Cooperation Initiative and regulatory commentary relating to the effectiveness of the Rule Amendment.

V. The District now establishes the following general policies and procedures (the *Policies and Procedures*) for satisfying its obligations pursuant to the Undertaking, which policies and procedures have been developed based on the District’s informal policies, procedures, and processes utilized prior to the Effective Date for compliance with the District’s obligations under the Rule, the advice from and discussions with the District’s internal senior staff (including staff charged with administering the District’s financial affairs), its municipal or financial advisors, its legal counsel (including Bond Counsel), and its independent accountants, to the extent determined to be necessary or advisable (collectively, the *Compliance Team*):

1. the Superintendent of the District or the Assistant Superintendent for Business Services (the *Compliance Officer*) shall be responsible for satisfying the District’s obligations pursuant to the Undertaking through adherence to these Policies and Procedures;
2. the Compliance Officer shall establish reminder or “tickler” systems to identify and timely report to the MSRB, in the format thereby prescribed from time to time, the District’s information of the type described in Section 37 of the Order;
3. the Compliance Officer shall promptly determine the occurrence of any of the events described in Section 37 of the Order;

4. the Compliance Officer shall work with external consultants of the District, as and to the extent necessary, to timely prepare and file with the MSRB the annual information of the District and notice of the occurrence of any of the events referenced in Clauses 2 and 3 above, respectively, the foregoing being required to satisfy the terms of the Undertaking;
5. the Compliance Officer shall establish a system for identifying and monitoring any Financial Obligations, whether now existing or hereafter entered into by the District, and (upon identification) determining if such Financial Obligation has the potential to materially impact the security or source of repayment of the Bonds;
6. upon identification of any Financial Obligation meeting the materiality standard identified in Clause 5 above, the Compliance Officer shall establish a process for identifying and monitoring any District agreement to covenants, events of default, remedies, priority rights, or other similar terms under such Financial Obligation;
7. the Compliance Officer shall establish a process for identifying the occurrence of any default, event of acceleration, termination event, modification of terms, or other similar events under the terms of any Financial Obligation, the occurrence of any of which reflect financial difficulties of the District; and
8. the Compliance Officer shall annually review these Policies and Procedures with the remainder of the Compliance Team, make any modifications on an internal document retained by the Compliance Officer and available to any “participating underwriter” (as defined in the Rule), if requested, and on the basis of this annual review (to the extent determined to be necessary or desirable), seek additional training for herself or himself, as well as other members of the District’s internal staff identified by the Compliance Officer to assist with the District’s satisfaction of the terms and provisions of the Undertaking.

EXHIBIT G

DTC Letter of Representations

See Tab No. __



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Affidavit Affirming the Authority of Travis Central Appraisal District and the Chief Appraiser to Act as Agent Representing Lake Travis ISD for the 2020 Property Value Protest

RECOMMENDED ACTION

To approve the affidavit affirming the authority of Travis Central Appraisal District and the Chief Appraiser to act as agent representing the district for the 2020 property value protest.

RATIONALE

The affidavit presented affirms the district under 34 Texas Administrative Code § 9.4302 to designate the Chief Appraiser and other employees of the appraisal district to act as its agent for the school district in the protest of the Texas Comptroller's Office 2020 Property Value Study. The Comptroller has declared the district's local property values, as certified by the Travis Central Appraisal District (TCAD), invalid for tax year 2020. On March 23, 2021, the district signed Form 50-210-a designating the TCAD Chief Appraiser to act as agent representing the district in a protest of the 2020 Property Value Study Findings. On September 7, 2022, the district issued a letter reiterating the authority of the TCAD Chief Appraiser to represent the district as its agent in the protest. The Comptroller's has challenged this authority and the administration recommends the Board of Trustees to affirm the authority previously granted.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services

Matthew Tiffie – General Counsel

ATTACHMENTS

Affidavit of the Board of Trustees for Lake Travis Independent School District

MEETING DATE

December 14, 2022

2. I am a member of the Board of Trustees of the Lake Travis Independent School District (“Lake Travis ISD”). I have full authority to execute this affidavit on behalf of the Lake Travis ISD in this matter.

3. Previously, the Lake Travis ISD authorized the Chief Appraiser and the Travis Central Appraisal District (“TCAD”) to represent it as its agent with regard to the 2020 Property Value Study (PVS) and any protest or legal action regarding the same. I understand that TCAD retained Michael Navarre and the law firm of Beatty Navarre Strama P.C. (collectively, “BNS”) to represent TCAD and the Lake Travis ISD in this matter.

4. I have been informed that the Texas Comptroller's Office has challenged the authority of TCAD and BNS to file this lawsuit and represent the Lake Travis ISD in this matter. Contrary to the challenge by the Texas Comptroller's Office, I hereby affirm that the Board of Trustees of the Lake Travis ISD have authorized TCAD and BNS to file this lawsuit on behalf of the Lake Travis ISD and BNS continues to have the authority to represent the Lake Travis ISD in this lawsuit. I also hereby affirm that TCAD continues to have the authority to act as the agent of the Lake Travis ISD in this matter.

FURTHER AFFIANT SAYETH NOT.”

John Aouelle, President of the Board of
Trustees for Lake Travis ISD

SUBSCRIBED AND SWORN to before me on this the _____ day of November, 2022, to
certify which witness my hand and seal of office.

Notary Public in and for the State of Texas
ID # _____
My Commission Expires: _____



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Selection of Bartlett Cocke as Construction Manager At-Risk for Elementary School #8

RECOMMENDED ACTION

Approve award of Construction Manager At-Risk Services to Bartlett Cocke General Contractors for Elementary #8 and authorize the Superintendent or designee to negotiate, execute and amend, as necessary, the contract.

RATIONALE

Per Board Policy CV (Local), the project delivery method to be used for each construction contract valued at or above \$100,000, shall be the competitive sealed proposal, as determined and approved by the Board as the best value. The Business Office, Purchasing, Facilities & Construction and Legal Departments have been working to ensure that all bond projects have been competitively procured and meet all legal and local purchasing policies and guidelines.

Lake Travis ISD issued a RFP for Construction Manager At-Risk (CMR) for Elementary School #8 on September 28, 2022 with a closing date of October 27, 2022 and an anticipated award date of December 14, 2022, pending Board approval. The District received three proposals. The evaluation team was comprised of three district employees, two employees from Facilities & Construction and one employee from the Business Office.

General Contractor, Bartlett Cocke, is in line for award by scoring the highest percentage value of 100%. Based on the evaluation criteria, the District recommends the selection of Bartlett Cocke for CMR for Elementary School #8.

BUDGET PROVISIONS

2022 Bond Funds

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services
Robert Winovitch – Director of Facilities & Construction
Cristy Soares – Director of Purchasing

ATTACHMENTS

Proposal #22-015 – Elementary School #8

MEETING DATE

December 14, 2022

Lake Travis ISD
 CMR Elementary #8
 Bid #22-015

Board Agenda - Preliminary Tabulation

NOTE: This tabulation is being presented only as a reference document to provide the final results of the District's evaluation process and is not to be considered the final award tabulation.

Step 1A - Qualifications

Item #	Description	Group Points Available	Balfour Beatty Austin, TX 78746		Bartlett Cocke General Contractors Austin, TX 78744		Zapalac Reed Austin, TX 78738	
			Total Eval Points		Total Eval Points		Total Eval Points	
1A	Qualifications	100	97.0		100.0		92.0	
Total Points		100	97.0		100.0		92.0	

Comments:
 Points based on Qualifications and Interviews.

Step 2 - Price Proposal

Item #	Description	Balfour Beatty Austin, TX 78746		Bartlett Cocke General Contractors Austin, TX 78744		Zapalac Reed Austin, TX 78738	
		A		A		A	
2	CMR Fee %	2.25%		2.75%		3.95%	
	Pre Construction Costs	\$37,054		\$15,000		\$30,000	
	Labor Burden Percent	54.91%		40%		45%	

COMMENT - The District's Purchasing and Facilities and Construction Departments are making a recommendation to the Board of Trustees on December 14, 2022 the award to Bartlett Cocke based on the highest points scored.



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Request for Qualifications (RFQ) Architect and Engineering Services

RECOMMENDED ACTION

To approve the attached list of Construction Professionals (A/E Pool) for the 2023 Bond Program.

RATIONALE

The Lake Travis Independent School District wishes to establish a pool of professional service providers to support requirements for various professional services necessary for renovations, additions, alterations and new construction projects for a period of five (5) years beginning on or about December 14, 2022.

It is the policy of the District that the selection of firms to provide professional services in connection with the District's construction and major maintenance projects be based on demonstrated competence and the professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price.

Lake Travis ISD issued a RFQ for Architect and Engineering Services on November 11, 2022, with a closing date of December 2, 2022 and an anticipated award date of December 14, 2022, with Board approval.

BUDGET PROVISIONS

2023 Bond Funds

RESOURCE PERSONNEL

Pam Sanchez - Assistant Superintendent of Business Services
Robert Winovitch - Director of Facilities and Construction
Cristy Soares - Director of Purchasing

ATTACHMENTS

Construction Professional Services (A/E Pool)

MEETING DATE

December 14, 2022

Firm Listing and Information

		Acoustical	ADA / Accessibility	Architect	Archeology Survey	Civil Engineering	Commissioning Agent	Const Mat Testing	Environ Assessment	Fire Protection	Geotech Testing	Geophysical Consultant	Kitchen Consultant	Land Surveying	Landscape Architect	MEP Engineer	Playground	Roofing Consultant	Structural Engineer	Sustainability	Tech Consultant	Testing & Balancing	Plan Review/Bldg Inspection	Water Proofing Services	Transportation Engineer	Construction Management Services	Required Forms Signed & Returned	Notes		
Firm	Garza EMC					X																						X		
Firm	Haddon+Cowan Architects			X																									X	
Firm	Half Associates, Inc.			X	X	X								X	X	X			X	X	X					X			X	
Firm	Hendrix Consulting Engineers, P.C.						X									X													X	
Firm	HKS, Inc.			X																	X								X	
Firm	Huckabee			X																									X	
Firm	IBI Group (Texas IBI Group, Inc)			X																									X	
Firm	Jose Guerra, Inc.					X	X			X						X			X										X	
Firm	KCI Technologies					X				X						X													X	
Firm	Kleinfelder, Inc							X	X		X																		X	
Firm	LCCx, LLC						X																X						X	
Firm	LEAF Engineers						X									X													X	
Firm	Lopez Salas Architects, Inc.			X																									X	
Firm	LPA, Inc.			X										X															X	
Firm	MEP Engineers, Inc						X									X													X	
Firm	Malone/Wheeler, Inc.					X																							X	
Firm	Parkhill			X																									X	
Firm	PBK Architects, Inc.			X																									X	
Firm	Perkins Eastman Architects			X																									X	
Firm	Perkins & Will			X																	X								X	
Firm	Pfluger Architects, Inc.			X																									X	
Firm	PKA Pickett, Kelm & Associates, Inc																		X										X	
Firm	R4 Efficiency Engineering, LLC.						X									X													X	
Firm	Raba Kisterner				X			X	X		X	X						X							X				X	
Firm	Ramirez Simon Engineering															X													X	
Firm	Reliance Architecture, LLC.			X																									X	
Firm	Rone Engineering Services, Ltd.							X	X		X																		X	
Firm	Sports Design Group, LLC.														X														X	
Firm	Stantec Architecture, Inc..			X															X										X	
Firm	Studio 16:19, LLC.														X														X	
Firm	Terracon Consultants, Inc.							X																					X	
Firm	VLK Architects, Inc.			X																									X	
Firm	Walker Partners, LLC.					X								X															X	



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Resolution to Approve Purchasing Solutions Alliance Cooperative

RECOMMENDED ACTION

Approve the Resolution to participate in the Purchasing Solutions Alliance Cooperative.

RATIONALE

Board Policy CH (LOCAL) and CH (LEGAL) allows the district to purchase through a cooperative purchasing program. A “purchasing cooperative” means a group purchasing organization that governmental entities join as members and the managing entity of which receives fees from members or vendors. By participating in this purchasing cooperative, the district is able to take advantage of “economies of scale.” In addition to saving the district time and money, purchasing cooperatives can also help a district to identify quality vendors with proven track records.

Lake Travis Independent School District administration recommends the approval of the resolution to participate in the purchasing cooperative Purchasing Solutions Alliance (PSA). In joining this cooperative, the District gains access to more qualified, bid approved vendors. There are no fees associated with this purchasing cooperative.

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Pam Sanchez – Assistant Superintendent of Business Services

Cristy Soares – Director of Purchasing

ATTACHMENTS

Purchasing Solutions Alliance (PSA) Interlocal Purchasing Agreement

MEETING DATE

December 14, 2022

Purchasing Solutions Alliance

a purchasing cooperative for public agencies

INTERLOCAL PURCHASING AGREEMENT

THIS INTERLOCAL AGREEMENT ("ILA"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code and Chapter 271, Subchapter F of the Texas Local Government Code (together, the "Acts"), and other similar, applicable laws of other states, by and between the Purchasing Solutions Alliance, hereinafter referred to as "PSA," having its principal place of business in Bryan, Texas, and Lake Travis ISD, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "Cooperative Member," having its principal place of business in Austin (city), TX (state).

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WHEREAS, PSA is a cooperative purchasing program of the Brazos Valley Council of Governments, a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code and as such is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, PSA is duly authorized to contract with eligible entities under the Acts; and

WHEREAS, Cooperative Member has represented that it is an eligible entity under the applicable laws of its state, that its governing body has authorized this Agreement and that it desires to contract with PSA on the terms set forth below;

NOW, THEREFORE, PSA and the Cooperative Member do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Cooperative Member represents and warrants to PSA that it is eligible to contract with PSA under the Acts for the purposes recited herein because it is one of the following: a local government, as defined in the Acts (a county, a municipality, a special district, or other political subdivision of its state, or a combination of two or more of those entities, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, and it possesses adequate legal authority to enter into this Agreement.

ARTICLE 2: APPLICABLE LAWS

PSA and the Cooperative Member agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Agreement.

ARTICLE 3: WHOLE AGREEMENT

This Agreement and any attachments, as provided herein, constitute the complete agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

This Agreement shall be effective when signed by the last party whose signing makes the Agreement fully executed and will remain in full force and effect for one (1) year. This Agreement shall automatically renew for successive one-year terms unless sooner terminated in accordance with the

provisions of this Agreement. The conditions set forth below shall apply to the initial term and all renewals. Notwithstanding this provision, any party may modify or terminate this Agreement as provided in Article(s) 7 or 8.

ARTICLE 5: SCOPE OF SERVICES

The Cooperative Member appoints PSA its true and lawful purchasing agent for the purchase of certain products and services. All purchases hereunder shall be in accordance with federal statutes and procedures governing competitive bids and competitive proposals as denoted in 2 CFR Part 200 and in accordance with specifications and contract terms established by PSA, and at the prices available and published by PSA. Ownership (title) to products purchased through contracts awarded pursuant to the PSA program shall transfer directly from the contractor to the Cooperative Member. Nothing in this Agreement shall prevent the Cooperative Member from purchasing and/or accepting and awarding bids, proposals and contracts subject to this Agreement on its own behalf.

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ARTICLE 6: PAYMENTS

Upon delivery of goods or services purchased and presentation of a properly documented invoice, the Cooperative Member shall promptly, and in any case within thirty (30) days, pay the vendor and/or contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall PSA have any financial liability to the Cooperative Member for any goods or services Cooperative Member procures through the PSA program.

ARTICLE 7: CHANGES AND AMENDMENTS

This Agreement may be amended only by a written amendment executed by both parties, except that any alternations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation. PSA reserves the right to make changes in the scope of products and services to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

PSA or the Cooperative Member may cancel this Agreement at any time upon thirty (30) days written notice by certified mail to the other party to this Agreement. The obligations of the Cooperative Member, including obligations to pay any vendor or contractor for all goods and/or services purchased under this Agreement, shall survive such cancellation, as well as any other obligation incurred under this Agreement, until performed or discharged by the Cooperative Member.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be

suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds.

ARTICLE 11: CONSENT TO SUIT

Nothing in this Agreement will be construed as a waiver or relinquishment by either party of its right to claim such exemptions, privileges and immunities as may be provided by law.

ARTICLE 12: MISCELLANEOUS

a. This Agreement has been made under and shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under, or in connection with, this Agreement shall lie exclusively in Brazos County, Texas.

b. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entities.

c. This Agreement and the rights and obligations contained herein may not be assigned by either party without the prior written approval of the other party to this Agreement.

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THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

**Purchasing Solutions Alliance
Brazos Valley Council of Governments
3991 East 29th St.
Bryan, Texas 77802**

Lake Travis ISD
Name of Cooperative Member

3322 Ranch Road 620 South
Mailing Address

Austin, TX 78738
City, State, ZIP Code

Cristy Soares, Director of Purchasing
Name & Title of Primary Contact Person

512-533-6028
Telephone

soaresc@L-TISDschools.org
E-mail Address

Brazos Valley Council of Governments,
Executive Director or Designee

Signature of Executive Director or Designee

Date: _____

Susan Lightfoot
Attest: PSA Program Manager

Attest: _____
Signature of PSA Program Manager

Date: _____

Authorized by (Printed Name and Title)

Authorized by (Signature)

Date: _____



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Compensation – One-time Payment

RECOMMENDED ACTION

Approve the recommended one-time payment.

RATIONALE

Staff requests the approval of a one-time payment of \$1,000 for all regular employees working full-time based on an eight-hour work day. Employees who work less than eight hours will receive a prorated amount. The one-time payment would be paid using ESSER Supplemental Funds which allows for payment of activities to maintain the operation and continuity of services and continuing to employ existing staff. The estimated total cost of this one-time payment is \$1.4 million.

- Staff must be actively employed on December 16, 2022 to receive payment
- Staff employed from the start of their 2022-2023 work calendar will receive the full amount
- Staff hired after the start date of their 2022-2023 work calendar will receive a pro-rated amount based on their start date

BUDGET PROVISIONS

2022-2023 ESSER Supplemental Funds

RESOURCE PERSONNEL

Evalene Murphy - Assistant Superintendent of Employee and Community Relations

Pam Sanchez - Assistant Superintendent of Business Services

ATTACHMENTS

None

MEETING DATE

December 14, 2022



AGENDA ITEM ACTION SHEET

AGENDA ITEM

November 16, 2022 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 the Superintendent of Schools

ATTACHMENTS

November 16, 2022 Board Meeting Minutes

MEETING DATE

December 14, 2022

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 November 16, 2022, 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 6:06 p.m.

Quorum Determination

Trustees in attendance were John Aouelle, Erin Archer, Lauren White, Kim Flasch and William Beard. Trustees absent were Bob Dorsett and Phillip Davis.

Pledge of Allegiance and Moment of Silence

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

Recognition

- **Lake Travis High School - 2022 UIL State Open Class Marching Band Contest**
Marco Alvarado, Executive Director for Communications and Community Programs, presented that the Lake Travis High School Cavalier Band concluded its fall season with an incredible performance at the 2022 UIL State Open Class Marching Band Contest held November 7 at the Alamodome in San Antonio. The band fielded 200 students and performed “The Seeds Contain the Years.” Representing the Cavalier Band in Conference 6A/Region 32/Area H are drum majors Rylan Collins (junior), Quinlan Collins (junior), McKenna Flores (junior), and Nathan Murdock (senior). The Lake Travis Cavalier Band is under the direction of Richard Hicks. He is assisted by Taylor Trevino, Ben Zein, Jordan Reddicks, Brittany Baptista, and Michael Fairbrother.

Special Recognition

- **Lake Travis High School - Best in TX STEM Competition**
Mr. Alvarado, presented Team Shockwave, comprised of Lake Travis High School students Greg Alves, Noah Belman, and Luka Vukmuricia, won 1st place in the Best in TX STEM Competition. The competition is affiliated with the F1 Aramco United States Grand Prix held October 21-23 at Circuit of the Americas in Austin.

The LTHS Manufacturing class, taught by Eric Fogle, was divided into 3 teams, and each designed race car components which included a nose cone, suspension system, and gearbox. Team Shockwave’s winning project is a unique suspension system specifically designed for F1 race cars. The team participated in a celebration event held October 21st at the Circuit of the Americas racetrack. Additionally, Team Shockwave was invited to attend the Formula 1 race where the students met with engineers, as well as watched the race practice and qualifying session.

Special Recognition

- **Larissa Pexton, Lake Travis High School Athletic Trainer**
On Friday, November 4, Lake Travis High School parent Mindy West was serving as a volunteer in the concession stand at Cavalier Stadium when she suffered a major medical emergency. Ms. West was subsequently airlifted from the stadium for further treatment. She remains under doctors’ care.

Prior to emergency medical services arriving at the stadium, Lake Travis High School athletic trainer Larissa Pexton administered CPR to Ms. West. First responders and medical personnel strongly believe Ms. Pexton's timely, decisive, and heroic efforts proved to be critical to Ms. West and her stabilization.

Special Recognition

5-minute recess – 6:27 p.m. called by Trustee John Aouelle

6:33 p.m. back in session

Public Comments/Citizen Participation

1. Susan Harbin – HS Vision, HS Performance
2. Billy Cano – Lake Travis Elementary

Information Items

- **October 2022 Monthly Financial Reports – Statement of Revenues and Expenditures, Balance Sheet, Tax Statement, 2018 Capital Projects Report**

Pam Sanchez, Assistant Superintendent of Business Services, presented the following documents:

1. Statement of Revenues and Expenditures – October 2022
2. Balance Sheet – October 2022
3. Tax Statement – October 2022
4. 2018 Capital Projects Report – October 2022

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

Public Hearing

- **Public Hearing to Discuss the Targeted Improvement Plan (TIP) for Lake Travis Elementary and Consideration to Approve the 2022 TIP for Lake Travis Elementary**

This presentation fulfills the requirements of Texas Education Code 39A.057 to notify the public and seek public comment regarding the Targeted Improvement Plan (TIP) for Lake Travis Elementary. The TIP will be reviewed with the Board and community. The presentation will include information about campus performance and the campus 2022 accountability rating as well as the needs assessment and essential actions proposed for the 2022-23 school year.

Texas Education Code 39A.057 requires Board approval of the Targeted Improvement Plan (TIP) for Lake Travis Elementary by December 16, 2022.

A MOTION was made by Trustee Kim Flasch and seconded by Trustee Erin Archer to approve of the 2022 Targeted Improvement Plan for Lake Travis Elementary.

The motion passed by a vote of 5 - 0.

2022 Bond Election – (taken out of order)

- **Consideration and Approval of a Resolution Canvassing the Returns and Declaring the Results of a Bond Election**

“Canvass” is the name given to the official examination of the votes cast in an election. This is an unavoidable, mandatory, ministerial duty. Effective September 1, 2017, House Bill 929 amended Section 67.003(b) to provide that each local canvassing authority shall convene to conduct the local canvass at the time set by the canvassing authority’s presiding officer not later than the 11th day after Election Day and not earlier than the later of:

1. The third day after Election Day;
2. The date on which the early voting ballot board has been cast in the election; or
3. The date on which all timely received ballots cast from addresses outside of the United States are counted, if a ballot to be voted by mail in the election was provided to a person outside of the United States.

The Lake Travis ISD Bond Election was held on November 8, 2022. After early voting and election day voting concluded, an official tabulation of election results including the results by precinct were provided to the District by Travis County. The resolution canvassing the returns and the tabulation of official election results are being presented to the Board of Trustees for consideration and approval.

A MOTION was made by Trustee Erin Archer and seconded by Trustee Kim Flasch to adopt of a resolution canvassing the returns and declaring the results of a bond election.

The motion passed by a vote of 5 - 0.

Presentation / Discussion Items

- **Request for Qualifications (RFQ) Architect and Engineering Services**

Robert Winovitch, Director of Facilities and Construction, presented that the Lake Travis Independent School District wishes to establish a pool of professional service providers to support requirements for various professional services necessary for renovations, additions, alterations and new construction projects for a period of five (5) years beginning on or about December 14, 2022.

It is the policy of the District that the selection of firms to provide professional services in connection with the District’s construction and major maintenance projects be based on demonstrated competence and the professional qualifications necessary for the satisfactory performance of the services required at a fair and reasonable price.

Lake Travis ISD issued a RFQ for Architect and Engineering Services on November 11, 2022, with a closing date of December 2, 2022 and an anticipated award date of December 14, 2022, with Board approval.

This item was for presentation only; action will be requested at the December 14, 2022 Board Meeting.

- **Request for Proposals (RFP) – Construction Manager At-Risk for Elementary School #8**

Robert Winovitch, Director of Facilities and Construction, presented per Board Policy CV (Local), the project delivery method to be used for each construction contract valued at or above \$100,000, shall be the competitive sealed proposal, as determined and approved by the Board as the best value. The Business Office, Purchasing, Facilities & Construction and Legal Departments have been working to ensure that all bond projects have been competitively procured and meet all legal and local purchasing policies and guidelines.

Lake Travis ISD issued a RFP for Construction Manager At-Risk (CMR) for Elementary School #8 on September 28, 2022 with a closing date of October 27, 2022 and an anticipated award date of December 14, 2022, pending Board approval. The District received three proposals. The

evaluation team was comprised of three district employees, two employees from Facilities & Construction and one employee from the Business Office.

General Contractor, Bartlett Cocke, is in line for award by scoring the highest percentage value of 100%. Based on the evaluation criteria, the District intends to recommend Bartlett Cocke for CMR for Elementary School #8.

This item was for presentation only; action will be requested at the December 14, 2022 Board Meeting.

- **Resolution to Approve Purchasing Solutions Alliance Cooperative**

Cristy Soares, Director of Purchasing, presented per Board Policy CH (Local) and CH (Legal) allows the district to purchase through a cooperative purchasing program. A “purchasing cooperative” means a group purchasing organization that governmental entities join as members and the managing entity of which receives fees from members or vendors. By participating in this purchasing cooperative, the district is able to take advantage of “economies of scale.” In addition to saving the district time and money, purchasing cooperatives can also help a district to identify quality vendors with proven track records.

Lake Travis Independent School District administration recommends the approval of the resolution to participate in the purchasing cooperative Purchasing Solutions Alliance (PSA). In joining this cooperative, the District gains access to more qualified, bid approved vendors. There are no fees associated with this purchasing cooperative.

This item was for presentation only; action will be requested at the December 14, 2022 Board Meeting.

Consideration Items

- **Service Agreements with Tangram Rehabilitation Network, Inc**

Dr. Laura Abbott, Director of Special Services, presented that under Texas Administrative Code (TAC), Section 89.1005, a school district may contract for a nonpublic placement of a student when the student’s admission, review, and dismissal (ARD) committee determines that nonpublic placement is necessary in order for the student to receive a free appropriate public education (FAPE).

A school district may contract for a nonpublic placement of a student with nonpublic schools which maintain appropriate Texas Education Agency approval for the particular disability condition and age of the student.

For each student placed in a nonpublic facility, the school district shall verify, during the initial nonpublic placement ARD committee meeting and each subsequent annual ARD committee meeting, that:

- The facility meets minimum standards for health and safety;
- Placement is needed and is documented in the individualized education program (IEP); and
- The educational program provided at the facility is appropriate and the placement is the least restrictive environment for the student

For each student, the ARD committee shall establish, in writing, criteria and estimated timelines for the student's return to the school district.

The District is in need of contracting with Tangram Rehabilitation Network, Inc. for the placement of a student for nonpublic day school services. The contract with Tangram Rehabilitation Network, Inc. will exceed \$100,000 and, therefore, requires approval by the Board in accordance with Board Policy CH (LOCAL).

A MOTION was made by Trustee Lauren White and seconded by Trustee William Beard to authorize Superintendent or designee to negotiate, execute and amend service agreements with nonpublic day school for placement of a public school student with Tangram Rehabilitation Network, Inc.

The motion passed by a vote of 5 - 0.

- **Resolution Authorizing the Property Tax Redemption Deed**

Matthew Tiffie, General Counsel, presented that in 1989, property located on Cat Hollow Club Dr. was foreclosed upon and initially conveyed to the district due to delinquent taxes. As was the owner's right under the Texas Tax Code, the owner exercised his right to redemption of the property by paying the taxes. Apparently, the deed releasing the district's interest in the redeemed property was lost, and a new deed needs to be executed in order to clear title for a pending closing on the property. The owner of the property has been sent tax bills and has regularly paid taxes on the property since. The County Attorney, who represents the district in tax foreclosure cases, approached the district with this matter and represents that these facts are accurate, and to the extent possible provided documentation showing the same.

A MOTION was made by Trustee William Beard and seconded by Trustee Kim Flasch to adopt the Resolution 111622-01 executing the Superintendent or designee to sign the Property Tax Redemption Deed.

The motion passed by a vote of 5 - 0.

- **Ratification of Petition for Addition of Certain Land to Lazy Nine Municipal Utility District No. 1A**

Pam Sanchez, Assistant Superintendent of Business Services, presented on October 16, 2012, Lake Travis ISD executed a Petition for annexation into the Lazy Nine MUD No. 1A for water and wastewater services to Lake Travis Middle School. The Ratification of Petition presented corrects Section 5 of the original Petition to match Texas Water Code, Chapter 49, Section 49.301(b) and adds language stating Lake Travis ISD is exempt from ad valorem taxation.

A MOTION was made by Trustee William Beard and seconded by Trustee Kim Flasch to approve the ratification of petition for addition of certain land to Lazy Nine Municipal Utility District No. 1A.

The motion passed by a vote of 5 - 0.

- **Resolution Amending Authorized Representatives of Lake Travis Independent School District to Transmit Funds for Investment in TexPool/TexPool Prime**

Pam Sanchez, presented TexPool is a local government investment pool governed by the Texas Public Funds Investment Act. The funds are managed conservatively to provide a safe, efficient and liquid investment option for Texas governments. The administration recommends that Pam Sanchez, Assistant Superintendent for Business Services, Brad Goerke, Director of Finance and Philippa Ford, Accountant serve as the authorized representatives.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Kim Flasch to approve the resolution amending the authorized representatives of Lake Travis Independent School District to transmit funds for investment in TexPool/TexPool Prime.

The motion passed by a vote of 5 - 0.

- **Authorize the Superintendent or Designee to Negotiate the Sale of Real Property and Easement Agreements between the Texas Department of Transportation and Lake Travis ISD Located at Lake Travis High School**

Pam Sanchez, presented that the Texas Department of Transportation (TxDOT) is currently in the process of acquiring property for the state highway 620 expansion project. TxDOT has recently communicated to the District that property at the Lake Travis High School site is to be acquired for the RM620 construction project improvement project. The project will also include the reconfiguration of Spillman Loop and Cavalier Drive intersection at RM620. The recommended action would allow the Superintendent or designee to enter into negotiations with TxDOT to make offers contingent upon Board approval for the sale of property and conveyance of easements.

A **MOTION** was made by Trustee William Beard and seconded by Trustee Erin Archer to approve the Superintendent or designee to negotiate, execute and amend, as necessary the sale of real property and easement agreements between the Texas Department of Transportation and Lake Travis ISD located at Lake Travis High School.

The motion passed by a vote of 5 - 0.

- **Appointment of the 2022-2023 School Health Advisory Council (SHAC) Membership**

Jennifer Lyon, Director of Health and Social Emotional Learning, presented the potential committee list for 2022-2023 school year as proposed by the SHAC Board Selection Committee.

SHAC Committee Members 2022-2023

BCE Parent	Monica Hall-Porter
BCE Parent	Angela Grossman
BCE Parent	Shimrit Goren-Bolotir
LWE, BCMS Parent	Jenny McCann
LWE, HBMS Parent	Corina Semph
LWE Parent	David Powell
LWE, HBMS, LTHS Parent	Gina Dressen
LTHS Parent	Alison Blake
LTHS Parent	Sherri Besecker
LTE, HBMS, LTHS Parent	Christine Badillo
LTE Parent	Sarah Tuthill

LPE Parent	Jaclyn Tully
LPE, BCMS Parent	Kristen Woodcock
RHE Parent	Michael Hooks
RHE Parent	Kelly Bertone
SHE Parent	Jodie Dover
WCHE, LTMS, LTHS Parent	Shelia White
Community Member	Susan LaCroix
LTHS Student	Bryleigh Moon
Director of HSEL	Jennifer Lyon
Lead Nurse	Becca Harkleroad
Dietitian- FANS	Marissa Albers
Teacher	Danielle Zibilski
Counselor	Surita Scholla
Administrator Coord. Community Programs	Kim Kellner Suzi Menfi
LTISD Police	Andy Michael

A **MOTION** was made by Trustee Kim Flasch and seconded by Trustee William Beard to approve the 2022-2023 SHAC Committee Membership as presented.

The motion passed by a vote of 5- 0.

Consent Agenda

- **Compensation Plans 2022 – 2023**
- **2022 -2023 T-TESS Appraisal Roster**
- **October 19, 2022 Board Meeting Minutes**

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

The motion passed by a vote of 5 - 0.

Closed Session

Trustees adjourned into Closed Session at 7:41 p.m. on November 16, 2022, as permitted by Texas Government Code 551.001 et seq.

Section 551.071 - Consultation with Attorney

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

Section 551.074 - 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.

Upcoming Meetings and Events

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

- December 14, 2022 – 6:00 p.m. – Monthly Board Meeting, EDC
- January 18, 2023 – 6:00 p.m. – Monthly Board Meeting, EDC
- January 25, 2023 – 6:00 p.m. – Superintendent Summative Conference

Open Session

Trustees returned from closed session at 10:05 p.m. There was no action after closed session.

Adjournment

There being no further action, the November 16, 2022 Board of Trustees’ meeting adjourned at 10:05 p.m.

John Aouelle, President

Kim Flasch, Secretary



AGENDA ITEM ACTION SHEET

AGENDA ITEM

Amendment to Board Operating Procedures

RECOMMENDED ACTION

For approval with Consent Agenda.

RATIONALE

BUDGET PROVISIONS

None

RESOURCE PERSONNEL

Matthew A. Tiffie- General Counsel

ATTACHMENTS

- Redlined Board Operating Procedures
- Draft of Proposed Board Operating Procedures

MEETING DATE

December 14, 2022



Board Operating Procedures

Approved November 5, 2009

Updated June 16, 2015

Updated May 16, 2018

Updated October 16, 2019

Updated December 14, 2022

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Lake Travis ISD

Board of Trustees Operating Procedures Approved [DATE]

PREFACE

The trustees, as a body corporate, have the exclusive power and duty to govern and oversee the management of the public schools of a district. The trustees may adopt policies, rules and bylaws necessary to carry out these powers and duties. It is the responsibility of the Superintendent and staff to manage and lead the district, and ensure that the policies adopted by the Board are implemented. The Lake Travis Independent School District Board Operating Procedures provide guidance to the Board and the Superintendent so they collectively may function as a cohesive and effective unit in its mission to accomplish the goals and priorities of the school district.

The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the school district. Specifically, the following policies apply directly to the Board of Trustees and are incorporated herein by reference:

BA (Legal) BOARD LEGAL STATUS
BAA (Legal) BOARD LEGAL STATUS - POWERS AND DUTIES
BBA (Legal) BOARD MEMBERS - ELIGIBILITY/QUALIFICATIONS
BBC (Legal) BOARD MEMBERS - VACANCIES AND REMOVAL FROM OFFICE
BBD (Legal) BOARD MEMBERS - TRAINING AND ORIENTATION
BBD (Local) BOARD MEMBERS - TRAINING AND ORIENTATION
BBD (Exhibit) BOARD MEMBERS- TRAINING AND ORIENTATION
BBE (Legal) BOARD MEMBERS- AUTHORITY
BBE (Local) BOARD MEMBERS- AUTHORITY
BBF (Local) BOARD MEMBERS- ETHICS
BBFA (Legal) ETHICS - CONFLICT OF INTEREST DISCLOSURE
BBFA (Local) ETHICS - CONFLICT OF INTEREST DISCLOSURE
BBFB (Legal) ETHICS - PROHIBITED PRACTICES
BBG (Legal) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBG (Local) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBI (Local) BOARD MEMBERS - TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS
BDAA (Legal) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDAA (Local) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDB (Legal) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BDB (Local) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BE (Legal) BOARD MEETINGS
BEC (Legal) BOARD MEETINGS- CLOSED MEETINGS

BED (Legal) BOARD MEETINGS- PUBLIC PARTICIPATION
BED (Local) BOARD MEETINGS- PUBLIC PARTICIPATION
BJCD (Legal) SUPERINTENDENT - EVALUATION
BJCD (Local) SUPERINTENDENT – EVALUATION
BQ (Legal) PLANNING AND DECISION-MAKING PROCESS
BQ (Local) PLANNING AND DECISION-MAKING PROCESS

BOARD MEETINGS

While Board Meetings are for the purpose of the Board to conduct the business of the District in public, and are not public forums for the purpose of securing interaction with the public, the Board recognizes that flexibility is desirable to allow meaningful public interaction with the Board as well as meaningful dissemination of information concerning Board actions.

1. Scheduling a Board Meeting

a. Regular Meetings

- i. Regular meetings of the Board shall normally be held on the third Wednesday of each month at 6:00 p.m.
- ii. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

b. Board Workshops

- i. Board workshops are typically held in April and June. Other workshops will be scheduled as necessary.

c. Special or Emergency Meetings

- i. The Board President shall call special meetings at the Board President's discretion or on written request by two members of the Board.
- ii. The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

d. Calendar

- i. The Superintendent will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees.
- ii. The calendar will be made available for the Board and public via appropriate communication methods, posted in accordance with Board legal policy.
- iii. The calendar will be reviewed annually for updates and revisions.

2. Developing the Board Meeting Agenda

a. Agendas

- i. The Superintendent will develop all Board Meeting Agendas in collaboration with the Board President.
- ii. Items discussed at previous Board meetings which are proposed for inclusion at a future meeting will also be added when appropriate.
- iii. ~~Any Trustee may submit a request in writing to the Superintendent for a subject to be placed on the agenda, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Trustee. The request shall be accompanied by a brief summary of the submission.~~ **No fewer than 11 business days prior to the next regularly scheduled Board meeting, any Trustee may submit a request in writing, including email, to the Board President for an item to be placed on the agenda for consideration or discussion. If two trustees independently make two substantially similar requests for a subject to be placed on the agenda, the Board President shall immediately notify the Superintendent that the item shall be placed on the preliminary agenda. If only one Board member makes a request, and the Board President does not object, the item shall be forwarded to the Superintendent to be placed on the preliminary agenda. If, within two business days of receiving the submission, the Board President notifies the requesting Trustee of an objection to the inclusion of the subject on the agenda, the item shall not be placed on the preliminary agenda unless, within three business days of the objection, a second trustee submits to the Board President, in writing, a request for a substantially similar subject to be included on the agenda. If insufficient time is available for an item to be placed on the agenda due to legally mandated posting requirements, the item shall be placed on the following regular meeting's agenda without necessity of further submission to the Board President. The Board President may place or approve any item on the preliminary agenda**
- iv. Any Citizen wishing to place an item on a Board Agenda for public discussion can request a Board Member to do so. If the request does not involve specific students or personnel and if the Board Member agrees that it merits public discussion and/or consideration by the Board, the Board member may request placement of the item on a future Board Meeting agenda by following these procedures.
- v. **Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda, or scheduled for deliberation at an appropriate time in the near future.**
- vi. **The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.**
- vii. No item can be placed on the agenda less than three work days in advance of a regular or special called meeting, unless otherwise approved by the Superintendent or Board President or unless an emergency or public necessity exists.

b. Timely Notification and Information to Board Members

- i. Board members shall be notified of a meeting at least 72 hours prior to a regular meeting, workshop, or special meeting, and at least one hour prior to an emergency meeting.
- ii. Typically, the Superintendent will release the Agenda and any Board Packet of supporting materials for each Wednesday Meeting (Regular or Workshop) to the Board Members on the Friday preceding such Meeting, and for each other non-emergency Meeting approximately 3 work days prior to the Meeting, if possible.
- iii. Typically, information will be provided to each Trustee via electronic or hard copy delivery. Questions regarding supporting documents should be directed to the Superintendent or his designee at least two work days prior to the Meeting.
- iv. Excluding only closed session materials, or materials that were unavailable, incomplete, or otherwise protected from disclosure by policy, law or advice of legal counsel, the entire Board Packet for every Regular or Workshop Meeting of the Board will be published, along with the Agenda, on the District Website no later than twenty-four hours before the scheduled Meeting time. **If materials are updated prior to the Meeting, the updated materials should be made available as soon as reasonably available.**

c. Open and Closed Session Format

- i. The Open Session (public portion) of every Meeting of the Board will begin at a designated time.
- ii. Closed Session items will be discussed after the consideration of all other agenda items, unless certain agenda items necessitate the Board convening into closing session before or during the open session.
- iii. Before convening into Closed Session, the Presiding Officer shall state publicly that any action, if taken, will be conducted in Open Session at the conclusion of Closed Session; or, if appropriate, that no action will then be taken.

d. Consent Agenda

- i. The consent agenda includes items of routine and/or recurring nature, or for which there are no further questions after discussion of the Board during a previous meeting, grouped together under one action item.
- ii. The Superintendent, with the Board President's approval, shall determine which items qualify for inclusion in the consent agenda.
- iii. Background material for each consent agenda item shall be furnished to the Board in the Meeting's supporting documents.
- iv. All consent agenda items shall be acted upon by one vote without separate discussion.
- v. **With an appropriate second, before voting on the consent agenda, any Trustee may move to remove an item from the consent agenda for individual consideration, at which time the item will be immediately discussed and considered prior to further action on the consent agenda as if the removed item were originally placed on the consideration portion of the agenda.** ~~A Board member may request that an item be withdrawn for individual consideration.~~

3. Conducting Board Meetings

a. Quorum

- i. Any time four or more board members are gathered to discuss school district business, it is considered a meeting, and must be posted as such according to the Texas Open Meetings Act and Board legal policy.

b. Closed Session

- i. The Board may meet in Closed Session as provided for in the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E.
- ii. Before any Closed Session is convened, the Presiding Officer will announce publicly, as appropriate, that matters before the Board exist that necessitate convening into Closed Session to serve and protect the interests of the District, and that any action, if necessary, resulting from duly posted Closed Session items shall be conducted in Open Session.
- iii. The posted agenda shall identify the section or sections of the Act authorizing the Closed Session and the general topics or subjects to be discussed. The Presiding Officer of the Board shall publicly identify such section or sections and such topics and subjects.
- iv. The Superintendent shall attend all sessions of the Board, both Open and Closed, except when the Board desires to meet without the Superintendent to consider the Superintendent's contract, evaluation, or performance, or to resolve conflicts between individual Board members, or to act as a tribunal.
- v. In the event of the Superintendent's illness or Board approved absence, the Superintendent's designee shall attend such meetings.

c. Public Participation

- i. At all meetings of the Board (e.g., regular, special, or workshops), the Presiding Officer shall allot time to hear persons who desire to make Public Comment to the Board about posted agenda items.
- ii. At each regular meeting of the Board, the Presiding Officer shall, in addition to Public Comment, allot time for Citizen Participation in order to hear persons who desire to make comments to the Board on matters of concern or interest to the District that are not posted agenda items.
- iii. Persons who wish to address the Board, either through Public Comment or Citizen Participation, must be present at the meeting in person and fill out and submit the Public Participation form prior to the start of the meeting. The form will not be accepted early and must be turned in to the Board's Administrative Assistant in person and within 30 minutes of the meeting. Public Participation forms will not be accepted via email or any other method.
- iv. The person shall indicate on the form the item or topic about which they wish to speak. The Public Participation form will include the rules for speaking.
- v. If individuals sign up for Public Comments or Citizen Participation, the Presiding Officer will announce the rules that have been established.
- vi. Public comment will typically shall occur at the beginning of the meeting.
- vii. Board members may request permission from the Presiding Officer of the meeting to seek clarification of the Person(s) speaking on an agenda item. All such dialogue will be strictly

controlled by the Presiding Officer of the Board, and all Persons shall respect the fact that Board Members may provide specific factual information or recite existing policy in response to Public Participation, but are forbidden by law from deliberating or deciding any subject which is not on the posted Board Agenda.

- viii. Speakers will address the Board from the podium, facing the Board members.
- ix. Board members will listen attentively to comments.
- x. The Presiding Officer will request that speakers refrain from complaints or comments that specifically mention individual students, parents, or employees of the district.
- xi. Questions asked by the public on topics on the posted agenda may be answered during the discussion of that agenda item. Comments or questions on topics not on the posted agenda may be referred to the Superintendent for consideration and a later response, if appropriate.
- xii. The Presiding Officer shall determine the time limitation and announce it prior to the start of the Public Comment/Citizen Participation portion of the meeting. Typically, each speaker will be allowed up to three minutes.
- xiii. When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the Presiding Officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, typically no individual shall be given less than one minute to make comments. Typically, public comment will not last longer than one hour.
- xiv. Any person who addresses the Board during Public Comment/Citizen Participation through a translator will be given twice the allotted amount of time to speak.
- xv. The Board vests in its Presiding Officer authority to terminate the remarks of any individual when such individual does not adhere to the established rules.
- xvi. The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the Presiding Officer, any person continues to disrupt the meeting by his or her words or actions, the Presiding Officer may request assistance from law enforcement officials to have the person removed from the meeting and from the premises where the meeting is held.

d. Board Meeting Parliamentary Procedure

- i. The Board President serves as the Presiding Officer at Board Meetings. In the absence of the President, the Vice-President will preside.
- ii. The Board shall be guided by parliamentary procedure as detailed in *Robert's Rules of Order, Newly Revised*, or as spelled out in adopted procedure. Procedural rules may be suspended at any Board meeting by majority vote of the members present.
- iii. The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
- iv. Except in conflict of interest, as defined by law, or ethical conflict of interest, Board members shall vote on all action items. In the event of a conflict of interest, in addition to all other requirements imposed by law, the Board Member shall inform the Board

President of the conflict of interest prior to the beginning of the meeting. When the agenda item is announced for discussion or consideration, the Board President shall announce on the record the recusing trustee, who shall verbally confirm the recusal, and who shall not participate in discussion or the vote. The recusing Board Member shall not be present in any closed session relating to the item recused from. The recusing Board Member may be present in closed session for other items. If the recusing Board Member is the Board President, the Board President will inform the Vice President of the conflict, and for that item only, the Vice President shall assume the powers and responsibilities of the Board President.

e. Transacting Business

- i. When an agenda item is presented, a discussion shall be held and a decision reached through voting.
- ii. Voting shall be by voice vote or show of hands, as directed by the Presiding Officer. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request.
- iii. Whenever possible, the Board should work toward a consensus model of decision-making.
- iv. There may be dissenting votes which are a matter of record. However, once a decision has been made, all Board members should support the majority vote of the Board, recognize that it carries the full authority of the Board, and individually respect that vote.

f. Grievance Hearings

- i. Employee, community, or student/parent grievances will be handled according to Board policy FNG (Local), DGBA (Local), GF (Local), as applicable.
- ii. Issues not resolved adequately at the Superintendent or designee level may be appealed to the Board for consideration at a future meeting or workshop.
- iii. When hearing grievance matters, the Board should not substitute its judgment for that of the administration unless the administration's findings and rulings are contrary to law or policy, or are not supported by substantial evidence.
 - a.

4. Board Workshops

a. Frequency

- i. ~~The board will conduct Board Workshops as needed and not less than required by law. on a regular basis.~~

b. Format

- i. The workshop format is intended to give the Administration the opportunity to present information to the Board that is:
 1. Time sensitive and/or discussion intensive
 2. Required by law, rule or policy, and
 3. Is necessary for the efficient and effective operation of the District

- ii. Board workshops are not intended to substitute for regular monthly Board meetings, although a quorum of the Board may take action, as necessary.
- iii. The workshops are intended to allow an opportunity for presentation, questions, discussion and an assessment of the Board's perspective.
- iv. The Board President serves as the Presiding Officer at Board Workshops; however, it is understood that the intended nature and format of workshops allows for the Superintendent to substantially facilitate the presentation and ordering of items under consideration. In the absence of the President, the Vice-President will preside.

5. Board Committees

a. Creation

- i. The Board may, from time to time as it deems necessary, create committees to facilitate the efficient and necessary operation of the Board.
- ii. The President ~~may~~ shall appoint members to special committees created by the Board to fulfill specific assignments, unless otherwise provided by Board action. These committees may include District personnel and citizens. The function of committees shall be fact-finding, deliberative, and advisory, but not administrative.
- iii. **Unless otherwise provided by Board action,** ~~t~~The President of the Board and the Superintendent **may, at their respective discretion, choose to serve** ~~as~~ shall be ex officio members of all Board committees, ~~unless otherwise provided by Board action.~~

b. Determination of Need for an Open Meeting

- i. Any committee meeting with a quorum of Board members is subject to the Open Meetings Act.
- ii. Generally, a meeting of less than a quorum of Board members is not subject to the Open Meetings Act. However, a committee of Board members that has supervision or control over public business or public policy is subject to the Open Meetings Act when it meets to discuss public business or policy and must follow all Open Meetings laws.
- iii. An advisory committee consisting of less than a quorum of Board Members that does not control or supervise public business or policy is not subject to the Open Meetings Act.

c. Report

- i. Special committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or vote of the Board.

6. Electing Board Officers

- a. Officers, **including President, Vice President, Secretary, and any other officer as prescribed by Board Vote,** are nominated and elected annually at the first meeting after the May Board election.
- b. A mid-term vacancy in the office of President will be filled automatically by the Vice President, if there is a sitting Vice President, creating a vacancy in the office of Vice President. This Vice President vacancy will be filled by Board election at the next regularly scheduled Board meeting.

- c. In all other instances of a mid-term vacancy in a Board officer position, the Board will elect an officer to fill the vacancy at the next regularly scheduled Board meeting after the vacancy occurs.

7. Board Member Vacancy

- a. If a Board member is considering resigning from the Board, the member must provide written and signed notification to the Board President and the Superintendent. The Board may not refuse to accept a resignation.
- b. If a Board member submits a resignation, whether to be effective immediately or at a future date, a vacancy occurs on the date the resignation is accepted by the board or on the eighth day after the date of its receipt by the board, whichever is earlier.
- c. A vacancy that occurs on the Board through death, resignation, or other means of removal may be filled by appointment by the remaining Board members until the next Board election, or by calling a special election, in accordance with BBC (Legal). If more than one year remains in the term of the position vacated, the vacancy shall be filled no later than the 180th day after the date the vacancy occurs.
- d. At the time of the appointment, the appointee must have the applicable qualifications set forth by law.

ANNUAL EVALUATIONS

1. Superintendent Evaluation

- a. Superintendent evaluations will comply with policy BJCD (LEGAL) and (LOCAL).
- b. Formative evaluations will be conducted in closed session in December.
- c. The agenda for each formative evaluation shall be developed by the Superintendent and Board President to address such things as Superintendent performance issues, current and future challenges faced by the Board and Superintendent team, litigation updates, operating procedures, and any other matters deemed necessary to promote the effective functioning of the Leadership team. All discussions will be held in a manner not to violate the Texas Open Meetings Act. The Board may discuss the Superintendent's contract at any formative evaluation.
- d. A summative evaluation will be conducted in closed session annually in January, and will include a discussion of the Superintendent's contract.
- e. The Board will use the approved evaluation instrument for the summative evaluation. A copy of the evaluation document will be completed in advance by each Board member, and submitted to the Board President no later than seven days prior to the formal review. All comments and ratings will be compiled into a single document to be given to the Superintendent for discussion during the closed meeting.

- f. The Board shall strive to accomplish the following objectives during each summative evaluation
 - i. Clarify to the Superintendent his or her role, as seen by the Board.
 - ii. Clarify to Board members the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives
 - iii. Foster an early understanding among new Board members of the evaluation process and the Superintendent's current performance objectives and priorities
 - iv. Develop and sustain a harmonious working relationship between the Board and the Superintendent
 - v. Ensure administrative leadership for excellence in the District

2. Board Evaluation/Team Building

- a. There will be a routine assessment of the status of the Board/Superintendent team annually, ideally in June.
- b. Evaluation will be conducted in closed session at a time and place determined by the Board.
- c. To the extent that the meeting does not violate the Texas Open Meetings Act, the evaluation may include
 - i. Board operating procedures
 - ii. Board member training
 - iii. Conflict resolution
 - iv. Working relationships with the Superintendent
 - v. Conduct of Board meetings
 - vi. Long-range planning and goal setting
 - vii. Relationship with the community

INDIVIDUAL BOARD MEMBERS

1. Access to Information

- a. Request for Records
 - i. An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code.
 - ii. The District shall provide the information, documents, and records to the Board member without requiring the Board member to submit a public information request and without regard to whether the requested items are the subject of or relate to an item listed on an agenda for an upcoming meeting.
 - iii. An individual Board member shall seek access from the Superintendent or other designated custodian of record, who shall respond within timelines outlined in policy BBE (LEGAL).

- iv. Individual Board members shall not have access to confidential student records, unless the member is acting in his or her official capacity and there is a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).
- v. In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one or more requests by any individual Board member for 200 or more pages of material in a 90-day period. **The administration shall adopt procedures to ensure that when a Board member makes a request for information, each Board member will have access to a copy of the responsive records.**

b. Request for Reports

- i. **Directives to the Superintendent or other District employees regarding the preparation of reports shall only be by through Board Action or at the Superintendent's discretion.** All requests by a Board member for compilation of data, other than copies of existing records, shall be referred to the Superintendent for Board approval. The Superintendent will confer with the Board President to place the request on the upcoming agenda for discussion.
- ii. Requests for copies of existing reports or other data shall be directed to the Superintendent.
- iii. **The Superintendent shall notify the other Board members of any such request and shall make reports available to all Board members.** ~~so they are aware and have the opportunity to request the same information.~~
- iv. ~~_____~~

2. Authority

- a. Board members as individuals do not have the power to exercise authority over the District, its property or its employees.
- b. Except for appropriate duties and functions of the Board President, an individual member may not act on behalf of the Board without the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue.
- c. Board members will avoid personal involvement in activities the Board has delegated to the Superintendent.

3. Communication with Other Board Members

- a. Board electronic and written communications regarding District issues should be routed through the Superintendent's office so that information can be disseminated and/or questions can be addressed in this manner, rather than among and between Board members.
- b. Board members may discuss a District issue with no more than two other Board members unless in a duly posted Board meeting.

4. Communication with the Media

- a. The Board President serves as the official spokesperson for the Board team to the media/press on issues of media attention.

- b. Media calls should be directed to the Board President or Superintendent.
- c. Board members asked for individual comments or opinions by the media/press are to qualify those statements as being the opinion of the individual Board member and not representative of the Board as a whole or the District. **If a Board member makes a comment to the press, that Board member should provide notification of the comment to the Board President and Superintendent.**

5. Complaints to Board Members

- a. Employees, students, parents or other members of the public who bring concerns or complaints to an individual Board member for the purpose of seeking remedy or perspective shall receive guidance that reflects:
 - i. A commitment by the Board individually and collectively be approachable and open to members of the public;
 - ii. An understanding by each Board member that information provided to a Board member, in some specific situations, could cause the Board member receiving the information to be disqualified from participating in future hearing(s) or action by the Board specific to the issue;
 - iii. Adherence to the Board's policies (DGBA, FNG and GF) regarding complaints and grievances.
- b. **As necessary to resolve an issue,** Board members shall notify the Superintendent's office of any complaint.
- c. As necessary, the Superintendent or designee shall guide the complainant to the appropriate staff member.
- d. When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.
- e. Anonymous calls or letters will not receive the Board's attention, discussion or response and will not be referred to the administration for action.
- f. **If a Board member forwards a complaint to the Superintendent, the Board member shall indicate whether they desire a response from the administration as to its resolution.**

6. Continuing Education

- a. Board members are required to complete training as specified in the Texas Education Code §11.159 and policy BBD (LEGAL).
- b. To the extent possible, the entire Board shall participate in continuing education programs together.

- c. Annually, as prescribed by law, the name of each Board member who has completed the required continuing education, who has exceeded the required hours, and/or who is deficient in the required hours shall be announced and read into the minutes.

7. *Meetings with the Superintendent and other District Employees*

- a. The Superintendent and executive assistant shall be the first and primary contact for all Board Members who wish to communicate with administration.
- b. All Board members shall respect the Superintendent's daily schedule, keeping phone calls and meeting requests to a minimum. "Drop-in" visits will not necessarily be accommodated.
- c. All meetings that a Board member wishes to have with the Superintendent shall be scheduled through the Administrative Assistant with a list of items that the Board member desires to discuss included **and an estimated time the meeting is expected to last**, ~~and with an estimate of the time needed for each item~~. The meeting shall be scheduled to allow for an adequate discussion of those items, but with due regard being given to the Superintendent's other time commitments.
- d. Board members shall observe the allocated time limits for scheduled meetings with the Superintendent.
- e. These same general rules apply when a Board member wishes to meet with any other district employee, with the meeting being prearranged to respect the employee's daily schedule. Meetings shall be scheduled through the Superintendent's Administrative Assistant.
- f. ~~If necessary, all~~ **all** other Board members are notified when a meeting is requested by a Board member.

8. *Reimbursable expenses*

- a. Board members shall be reimbursed for reasonable expenses incurred for:
 - i. Carrying out the business of the Board at Board request
 - ii. Attending meetings as official representatives of the Board
- b. Reimbursement for travel and expenses related to conventions/conferences will be limited to six nights per year. **Additional reimbursement for travel and expenses shall be evaluated on a case by case basis and may be granted upon Board approval.**
- c. Reimbursement for additional conventions/conferences and associated allowable expenses will require prior Board approval.
- d. Priority shall be given to attend conferences as a group.

- e. Arrangements necessary to register for a conference/convention and related accommodations (hotel, travel, etc.) shall be arranged through the Administrative Assistant to the Superintendent.
- f. Late registration will be allowed for any Board member whose professional schedule may be unpredictable.
- g. Reasonable expenses are defined to mean:
 - i. Hotel – not to exceed the standard negotiated rate available through the conference sponsor. If no standard negotiated rate has been established, the reimbursable rate shall not exceed the rate allowed for state employees in accordance with the General Appropriation Act (77th Legislature).
 - ii. Parking – Self parking charges of the hotel in which the Board member is a guest, unless no self-parking is available.
 - iii. Meals – Reimbursement of a maximum amount of \$8 (breakfast), \$14 (lunch), and \$18 (dinner), including tax and gratuities up to 20%, shall be allowed upon submission of itemized receipts.
 - iv. Telephone calls – reimbursed at the exact cost only for calls made for school business.
 - v. Tips – not more than \$1.00 per bag for airport and hotel bellmen shall be reimbursed.
 - vi. Mileage – not to exceed the allowable rate set by the Texas Comptroller of Public Accounts for use of a personal car or the actual cost of the lowest fare for commercial transportation plus parking.
- h. No reimbursement will be made for
 - i. Non-district fax or phone calls
 - ii. Entertainment or in-room movies
 - iii. Alcohol
 - iv. Souvenirs
 - v. Spousal/family expenses
- i. Cancellation of conference registration, hotel and travel accommodations, etc. must be completed within the allowable “cancellation” timeline established by the vendor or sponsoring entity. Every attempt must be made by the Board member to notify the Superintendent’s Administrative Assistant of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the district shall be borne by the individual Board member responsible for the cancellation, unless the cancellation is the result of personal illness or a family emergency.
- j. A statement shall be submitted for all authorized expenses incurred, including receipts to the extent feasible, documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

9. Visits to Campuses

- a. Board members are encouraged to attend any and all school events as their time permits and to show support of school activities.

- b. Board members must notify the Superintendent or campus principal prior to visiting a District office or campus in an official capacity. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations.
- c. Board members shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus.
- d. Board members shall not visit a campus in an attempt to evaluate personnel on that campus.
- e. It is often difficult for staff members to view Board members as parents rather than as Board members. When visiting a campus or classroom as parents, Board members shall
 - i. Make it clear that they are acting as parents.
 - ii. Follow the same rules and guidelines for all parents regarding campus visits.
 - iii. Never request nor accept extraordinary consideration for their friends or family.

10. *New Board Members*

- a. The Superintendent and Board President, as necessary, will meet with each new Board Member as soon as practical after joining the Board. The Superintendent and Board President will review any onboarding process designed to support new Board members. The Superintendent may, as necessary, schedule a time for onboarding with the new member(s) within a reasonable amount of time after the election. The onboarding curriculum may include all subject areas required by law, recommended by TASB, or otherwise determined to be appropriate by the Superintendent or Board President.
- b. The Superintendent may arrange for new Board Members to visit with key staff members to familiarize themselves with such issues as finance, budgets, curriculum and instruction, safety and discipline issues, school management issues, and other issues of interest.
- c. New Board Members should be encouraged to attend as much training as possible during their first year of service, but no less than the state requirement for new Board Members. As an example, new Board Members are encouraged to attend TASB recommended and other training.
- d. At the discretion of the Board President, new Board Members will be assigned an existing Board Member who will serve as a mentor.
- e. New Board Members should feel free to ask questions of the Superintendent, Board President, and other Board Members



Board Operating Procedures

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DRAFT

Lake Travis ISD

Board of Trustees Operating Procedures Approved [DATE]

PREFACE

The trustees, as a body corporate, have the exclusive power and duty to govern and oversee the management of the public schools of a district. The trustees may adopt policies, rules and bylaws necessary to carry out these powers and duties. It is the responsibility of the Superintendent and staff to manage and lead the district, and ensure that the policies adopted by the Board are implemented. The Lake Travis Independent School District Board Operating Procedures provide guidance to the Board and the Superintendent so they collectively may function as a cohesive and effective unit in its mission to accomplish the goals and priorities of the school district.

The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the school district. Specifically, the following policies apply directly to the Board of Trustees and are incorporated herein by reference:

BA (Legal) BOARD LEGAL STATUS
BAA (Legal) BOARD LEGAL STATUS - POWERS AND DUTIES
BBA (Legal) BOARD MEMBERS - ELIGIBILITY/QUALIFICATIONS
BBC (Legal) BOARD MEMBERS - VACANCIES AND REMOVAL FROM OFFICE
BBD (Legal) BOARD MEMBERS - TRAINING AND ORIENTATION
BBD (Local) BOARD MEMBERS - TRAINING AND ORIENTATION
BBD (Exhibit) BOARD MEMBERS- TRAINING AND ORIENTATION
BBE (Legal) BOARD MEMBERS- AUTHORITY
BBE (Local) BOARD MEMBERS- AUTHORITY
BBF (Local) BOARD MEMBERS- ETHICS
BBFA (Legal) ETHICS - CONFLICT OF INTEREST DISCLOSURE
BBFA (Local) ETHICS - CONFLICT OF INTEREST DISCLOSURE
BBFB (Legal) ETHICS - PROHIBITED PRACTICES
BBG (Legal) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBG (Local) BOARD MEMBERS - COMPENSATION AND EXPENSES
BBI (Local) BOARD MEMBERS - TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS
BDAA (Legal) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDAA (Local) OFFICERS AND OFFICIALS - DUTIES AND REQUIREMENTS OF BOARD OFFICERS
BDB (Legal) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BDB (Local) BOARD INTERNAL ORGANIZATION- INTERNAL COMMITTEES
BE (Legal) BOARD MEETINGS
BEC (Legal) BOARD MEETINGS- CLOSED MEETINGS

BED (Legal) BOARD MEETINGS- PUBLIC PARTICIPATION
BED (Local) BOARD MEETINGS- PUBLIC PARTICIPATION
BJCD (Legal) SUPERINTENDENT - EVALUATION
BJCD (Local) SUPERINTENDENT – EVALUATION
BQ (Legal) PLANNING AND DECISION-MAKING PROCESS
BQ (Local) PLANNING AND DECISION-MAKING PROCESS

BOARD MEETINGS

While Board Meetings are for the purpose of the Board to conduct the business of the District in public, and are not public forums for the purpose of securing interaction with the public, the Board recognizes that flexibility is desirable to allow meaningful public interaction with the Board as well as meaningful dissemination of information concerning Board actions.

1. *Scheduling a Board Meeting*

- a. Regular Meetings
 - i. Regular meetings of the Board shall normally be held on the third Wednesday of each month at 6:00 p.m.
 - ii. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.
- b. Board Workshops
 - i. Board workshops are typically held in April and June. Other workshops will be scheduled as necessary.
- c. Special or Emergency Meetings
 - i. The Board President shall call special meetings at the Board President's discretion or on written request by two members of the Board.
 - ii. The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.
- d. Calendar
 - i. The Superintendent will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees.
 - ii. The calendar will be made available for the Board and public via appropriate communication methods, posted in accordance with Board legal policy.
 - iii. The calendar will be reviewed annually for updates and revisions.

2. Developing the Board Meeting Agenda

a. Agendas

- i. The Superintendent will develop all Board Meeting Agendas in collaboration with the Board President.
- ii. Items discussed at previous Board meetings which are proposed for inclusion at a future meeting will also be added when appropriate.
- iii. No fewer than 11 business days prior to the next regularly scheduled Board meeting, any Trustee may submit a request in writing, including email, to the Board President for an item to be placed on the agenda for consideration or discussion. If two trustees independently make two substantially similar requests for a subject to be placed on the agenda, the Board President shall immediately notify the Superintendent that the item shall be placed on the preliminary agenda.

If only one Board member makes a request, and the Board President does not object, the item shall be forwarded to the Superintendent to be placed on the preliminary agenda. If, within two business days of receiving the submission, the Board President notifies the requesting Trustee of an objection to the inclusion of the subject on the agenda, the item shall not be placed on the preliminary agenda unless, within three business days of the objection, a second trustee submits to the Board President, in writing, a request for a substantially similar subject to be included on the agenda. If insufficient time is available for an item to be placed on the agenda due to legally mandated posting requirements, the item shall be placed on the following regular meeting's agenda without necessity of further submission to the Board President. The Board President may place or approve any item on the preliminary agenda.

- iv. Any Citizen wishing to place an item on a Board Agenda for public discussion can request a Board Member to do so. If the request does not involve specific students or personnel and if the Board Member agrees that it merits public discussion and/or consideration by the Board, the Board member may request placement of the item on a future Board Meeting agenda by following these procedures.
- v. Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are on that agenda.
- vi. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.
- vii. No item can be placed on the agenda less than three work days in advance of a regular or special called meeting, unless otherwise approved by the Superintendent or Board President or unless an emergency or public necessity exists.

b. Timely Notification and Information to Board Members

- i. Board members shall be notified of a meeting at least 72 hours prior to a regular meeting, workshop, or special meeting, and at least one hour prior to an emergency meeting.

- ii. Typically, the Superintendent will release the Agenda and any Board Packet of supporting materials for each Wednesday Meeting (Regular or Workshop) to the Board Members on the Friday preceding such Meeting, and for each other non-emergency Meeting approximately 3 work days prior to the Meeting, if possible.
 - iii. Typically, information will be provided to each Trustee via electronic or hard copy delivery. Questions regarding supporting documents should be directed to the Superintendent or his designee at least two work days prior to the Meeting.
 - iv. Excluding only closed session materials, or materials that were unavailable, incomplete, or otherwise protected from disclosure by policy, law or advice of legal counsel, the entire Board Packet for every Regular or Workshop Meeting of the Board will be published, along with the Agenda, on the District Website no later than twenty-four hours before the scheduled Meeting time. If materials are updated prior to the Meeting, the updated materials should be made available as soon as reasonably available.
- c. Open and Closed Session Format
- i. The Open Session (public portion) of every Meeting of the Board will begin at a designated time.
 - ii. Closed Session items will be discussed after the consideration of all other agenda items, unless certain agenda items necessitate the Board convening into closing session before or during the open session.
 - iii. Before convening into Closed Session, the Presiding Officer shall state publicly that any action, if taken, will be conducted in Open Session at the conclusion of Closed Session; or, if appropriate, that no action will then be taken.
- d. Consent Agenda
- i. The consent agenda includes items of routine and/or recurring nature, or for which there are no further questions after discussion of the Board during a previous meeting, grouped together under one action item.
 - ii. The Superintendent, with the Board President's approval, shall determine which items qualify for inclusion in the consent agenda.
 - iii. Background material for each consent agenda item shall be furnished to the Board in the Meeting's supporting documents.
 - iv. All consent agenda items shall be acted upon by one vote without separate discussion.
 - v. With an appropriate second, before voting on the consent agenda, any Trustee may move to remove an item from the consent agenda for individual consideration, at which time the item will be immediately discussed and considered prior to further action on the consent agenda as if the removed item were originally placed on the consideration portion of the agenda.

3. Conducting Board Meetings

- a. Quorum
- i. Any time four or more board members are gathered to discuss school district business, it is considered a meeting, and must be posted as such according to the Texas Open Meetings Act and Board legal policy.

b. Closed Session

- i. The Board may meet in Closed Session as provided for in the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E.
- ii. Before any Closed Session is convened, the Presiding Officer will announce publicly, as appropriate, that matters before the Board exist that necessitate convening into Closed Session to serve and protect the interests of the District, and that any action, if necessary, resulting from duly posted Closed Session items shall be conducted in Open Session.
- iii. The posted agenda shall identify the section or sections of the Act authorizing the Closed Session and the general topics or subjects to be discussed. The Presiding Officer of the Board shall publicly identify such section or sections and such topics and subjects.
- iv. The Superintendent shall attend all sessions of the Board, both Open and Closed, except when the Board desires to meet without the Superintendent to consider the Superintendent's contract, evaluation, or performance, or to resolve conflicts between individual Board members, or to act as a tribunal.
- v. In the event of the Superintendent's illness or Board approved absence, the Superintendent's designee shall attend such meetings.

c. Public Participation

- i. At all meetings of the Board (e.g., regular, special, or workshops), the Presiding Officer shall allot time to hear persons who desire to make Public Comment to the Board about posted agenda items.
- ii. At each regular meeting of the Board, the Presiding Officer shall, in addition to Public Comment, allot time for Citizen Participation in order to hear persons who desire to make comments to the Board on matters of concern or interest to the District that are not posted agenda items.
- iii. Persons who wish to address the Board, either through Public Comment or Citizen Participation, must be present at the meeting in person and fill out and submit the Public Participation form prior to the start of the meeting. The form will not be accepted early and must be turned in to the Board's Administrative Assistant in person and within 30 minutes of the meeting. Public Participation forms will not be accepted via email or any other method.
- iv. The person shall indicate on the form the item or topic about which they wish to speak. The Public Participation form will include the rules for speaking.
- v. If individuals sign up for Public Comments or Citizen Participation, the Presiding Officer will announce the rules that have been established.
- vi. Public comment will typically occur at the beginning of the meeting.
- vii. Board members may request permission from the Presiding Officer of the meeting to seek clarification of the Person(s) speaking on an agenda item. All such dialogue will be strictly controlled by the Presiding Officer of the Board, and all Persons shall respect the fact that Board Members may provide specific factual information or recite existing policy in response to Public Participation, but are forbidden by law from deliberating or deciding any subject which is not on the posted Board Agenda.
- viii. Speakers will address the Board from the podium, facing the Board members.

- ix. Board members will listen attentively to comments.
- x. The Presiding Officer will request that speakers refrain from complaints or comments that specifically mention individual students, parents, or employees of the district.
- xi. Questions asked by the public on topics on the posted agenda may be answered during the discussion of that agenda item. Comments or questions on topics not on the posted agenda may be referred to the Superintendent for consideration and a later response, if appropriate.
- xii. The Presiding Officer shall determine the time limitation and announce it prior to the start of the Public Comment/Citizen Participation portion of the meeting. Typically, each speaker will be allowed up to three minutes.
- xiii. When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the Presiding Officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, typically no individual shall be given less than one minute to make comments. Typically, public comment will not last longer than one hour.
- xiv. Any person who addresses the Board during Public Comment/Citizen Participation through a translator will be given twice the allotted amount of time to speak.
- xv. The Board vests in its Presiding Officer authority to terminate the remarks of any individual when such individual does not adhere to the established rules.
- xvi. The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the Presiding Officer, any person continues to disrupt the meeting by his or her words or actions, the Presiding Officer may request assistance from law enforcement officials to have the person removed from the meeting and from the premises where the meeting is held.

d. Board Meeting Parliamentary Procedure

- i. The Board President serves as the Presiding Officer at Board Meetings. In the absence of the President, the Vice-President will preside.
- ii. The Board shall be guided by parliamentary procedure as detailed in *Robert's Rules of Order, Newly Revised*, or as spelled out in adopted procedure. Procedural rules may be suspended at any Board meeting by majority vote of the members present.
- iii. The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
- iv. Except in conflict of interest, as defined by law, or ethical conflict of interest, Board members shall vote on all action items. In the event of a conflict of interest, in addition to all other requirements imposed by law, the Board Member shall inform the Board President of the conflict of interest prior to the beginning of the meeting. When the agenda item is announced for discussion or consideration, the Board President shall announce on the record the recusing trustee, who shall verbally confirm the recusal, and who shall not participate in discussion or the vote. The recusing Board Member shall not be present in any closed session relating to the item recused from. The recusing Board

Member may be present in closed session for other items. If the recusing Board Member is the Board President, the Board President will inform the Vice President of the conflict, and for that item only, the Vice President shall assume the powers and responsibilities of the Board President.

e. Transacting Business

- i. When an agenda item is presented, a discussion shall be held and a decision reached through voting.
- ii. Voting shall be by voice vote or show of hands, as directed by the Presiding Officer. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request.
- iii. Whenever possible, the Board should work toward a consensus model of decision-making.
- iv. There may be dissenting votes which are a matter of record. However, once a decision has been made, all Board members should support the majority vote of the Board, recognize that it carries the full authority of the Board, and individually respect that vote.

f. Grievance Hearings

- i. Employee, community, or student/parent grievances will be handled according to Board policy FNG (Local), DGBA (Local), GF (Local), as applicable.
- ii. Issues not resolved adequately at the Superintendent or designee level may be appealed to the Board for consideration at a future meeting or workshop.
- iii. When hearing grievance matters, the Board should not substitute its judgment for that of the administration unless the administration's findings and rulings are contrary to law or policy, or are not supported by substantial evidence.

4. Board Workshops

a. Frequency

- i. The board will conduct Board Workshops as needed and not less than required by law.

b. Format

- i. The workshop format is intended to give the Administration the opportunity to present information to the Board that is:
 1. Time sensitive and/or discussion intensive
 2. Required by law, rule or policy, and
 3. Is necessary for the efficient and effective operation of the District
- ii. Board workshops are not intended to substitute for regular monthly Board meetings, although a quorum of the Board may take action, as necessary.
- iii. The workshops are intended to allow an opportunity for presentation, questions, discussion and an assessment of the Board's perspective.
- iv. The Board President serves as the Presiding Officer at Board Workshops; however, it is understood that the intended nature and format of workshops allows for the Superintendent to substantially facilitate the presentation and ordering of items under consideration. In the absence of the President, the Vice-President will preside.

5. Board Committees

- a. Creation
 - i. The Board may, from time to time as it deems necessary, create committees to facilitate the efficient and necessary operation of the Board.
 - ii. The President may appoint members to special committees created by the Board to fulfill specific assignments, unless otherwise provided by Board action. These committees may include District personnel and citizens. The function of committees shall be fact-finding, deliberative, and advisory, but not administrative.
 - iii. Unless otherwise provided by Board action, the President of the Board and the Superintendent may, at their respective discretion, choose to serve as ex officio members of all Board committees.
- b. Determination of Need for an Open Meeting
 - i. Any committee meeting with a quorum of Board members is subject to the Open Meetings Act.
 - ii. Generally, a meeting of less than a quorum of Board members is not subject to the Open Meetings Act. However, a committee of Board members that has supervision or control over public business or public policy is subject to the Open Meetings Act when it meets to discuss public business or policy and must follow all Open Meetings laws.
 - iii. An advisory committee consisting of less than a quorum of Board Members that does not control or supervise public business or policy is not subject to the Open Meetings Act.
- c. Report
 - i. Special committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or vote of the Board.

6. Electing Board Officers

- a. Officers, including President, Vice President, Secretary, and any other officer as prescribed by Board Vote, are nominated and elected annually at the first meeting after the May Board election.
- b. A mid-term vacancy in the office of President will be filled automatically by the Vice President, if there is a sitting Vice President, creating a vacancy in the office of Vice President. This Vice President vacancy will be filled by Board election at the next regularly scheduled Board meeting.
- c. In all other instances of a mid-term vacancy in a Board officer position, the Board will elect an officer to fill the vacancy at the next regularly scheduled Board meeting after the vacancy occurs.

7. Board Member Vacancy

- a. If a Board member is considering resigning from the Board, the member must provide written and signed notification to the Board President and the Superintendent. The Board may not refuse to accept a resignation.

- b. If a Board member submits a resignation, whether to be effective immediately or at a future date, a vacancy occurs on the date the resignation is accepted by the board or on the eighth day after the date of its receipt by the board, whichever is earlier.
- c. A vacancy that occurs on the Board through death, resignation, or other means of removal may be filled by appointment by the remaining Board members until the next Board election, or by calling a special election, in accordance with BBC (Legal). If more than one year remains in the term of the position vacated, the vacancy shall be filled no later than the 180th day after the date the vacancy occurs.
- d. At the time of the appointment, the appointee must have the applicable qualifications set forth by law.

ANNUAL EVALUATIONS

1. Superintendent Evaluation

- a. Superintendent evaluations will comply with policy BJCD (LEGAL) and (LOCAL).
- b. Formative evaluations will be conducted in closed session in December.
- c. The agenda for each formative evaluation shall be developed by the Superintendent and Board President to address such things as Superintendent performance issues, current and future challenges faced by the Board and Superintendent team, litigation updates, operating procedures, and any other matters deemed necessary to promote the effective functioning of the Leadership team. All discussions will be held in a manner not to violate the Texas Open Meetings Act. The Board may discuss the Superintendent's contract at any formative evaluation.
- d. A summative evaluation will be conducted in closed session annually in January, and will include a discussion of the Superintendent's contract.
- e. The Board will use the approved evaluation instrument for the summative evaluation. A copy of the evaluation document will be completed in advance by each Board member, and submitted to the Board President no later than seven days prior to the formal review. All comments and ratings will be compiled into a single document to be given to the Superintendent for discussion during the closed meeting.
- f. The Board shall strive to accomplish the following objectives during each summative evaluation
 - i. Clarify to the Superintendent his or her role, as seen by the Board.
 - ii. Clarify to Board members the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives
 - iii. Foster an early understanding among new Board members of the evaluation process and the Superintendent's current performance objectives and priorities

- iv. Develop and sustain a harmonious working relationship between the Board and the Superintendent
- v. Ensure administrative leadership for excellence in the District

2. Board Evaluation/Team Building

- a. There will be a routine assessment of the status of the Board/Superintendent team annually, ideally in June.
- b. Evaluation will be conducted in closed session at a time and place determined by the Board.
- c. To the extent that the meeting does not violate the Texas Open Meetings Act, the evaluation may include
 - i. Board operating procedures
 - ii. Board member training
 - iii. Conflict resolution
 - iv. Working relationships with the Superintendent
 - v. Conduct of Board meetings
 - vi. Long-range planning and goal setting
 - vii. Relationship with the community

INDIVIDUAL BOARD MEMBERS

1. Access to Information

- a. Request for Records
 - i. An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code.
 - ii. The District shall provide the information, documents, and records to the Board member without requiring the Board member to submit a public information request and without regard to whether the requested items are the subject of or relate to an item listed on an agenda for an upcoming meeting.
 - iii. An individual Board member shall seek access from the Superintendent or other designated custodian of record, who shall respond within timelines outlined in policy BBE (LEGAL).
 - iv. Individual Board members shall not have access to confidential student records, unless the member is acting in his or her official capacity and there is a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).
 - v. In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one or more requests by any individual Board member for 200 or more pages of material in a 90-day period. The administration shall adopt procedures to ensure that when a Board member makes a request for information, each Board member will have access to a copy of the responsive records.

- b. Request for Reports
 - i. Directives to the Superintendent or other District employees regarding the preparation of reports shall only be through Board Action or at the Superintendent's discretion. All requests by a Board member for compilation of data, other than copies of existing records, shall be referred to the Superintendent for Board approval. The Superintendent will confer with the Board President to place the request on the upcoming agenda for discussion.
 - ii. Requests for copies of existing reports or other data shall be directed to the Superintendent.
 - iii. The Superintendent shall notify the other Board members of any such request and shall make reports available to all Board members.

2. Authority

- a. Board members as individuals do not have the power to exercise authority over the District, its property or its employees.
- b. Except for appropriate duties and functions of the Board President, an individual member may not act on behalf of the Board without the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue.
- c. Board members will avoid personal involvement in activities the Board has delegated to the Superintendent.

3. Communication with Other Board Members

- a. Board electronic and written communications regarding District issues should be routed through the Superintendent's office so that information can be disseminated and/or questions can be addressed in this manner, rather than among and between Board members.
- b. Board members may discuss a District issue with no more than two other Board members unless in a duly posted Board meeting.

4. Communication with the Media

- a. The Board President serves as the official spokesperson for the Board team to the media/press on issues of media attention.
- b. Media calls should be directed to the Board President or Superintendent.
- c. Board members asked for individual comments or opinions by the media/press are to qualify those statements as being the opinion of the individual Board member and not representative of the Board as a whole or the District. If a Board member makes a comment to the press, that Board member should provide notification of the comment to the Board President and Superintendent.

5. *Complaints to Board Members*

- a. Employees, students, parents or other members of the public who bring concerns or complaints to an individual Board member for the purpose of seeking remedy or perspective shall receive guidance that reflects:
 - i. A commitment by the Board individually and collectively be approachable and open to members of the public;
 - ii. An understanding by each Board member that information provided to a Board member, in some specific situations, could cause the Board member receiving the information to be disqualified from participating in future hearing(s) or action by the Board specific to the issue;
 - iii. Adherence to the Board's policies (DGBA, FNG and GF) regarding complaints and grievances.
- b. As necessary to resolve an issue, Board members shall notify the Superintendent's office of any complaint.
- c. As necessary, the Superintendent or designee shall guide the complainant to the appropriate staff member.
- d. When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.
- e. Anonymous calls or letters will not receive the Board's attention, discussion or response and will not be referred to the administration for action.
- f. If a Board member forwards a complaint to the Superintendent, the Board member shall indicate whether they desire a response from the administration as to its resolution.

6. *Continuing Education*

- a. Board members are required to complete training as specified in the Texas Education Code §11.159 and policy BBD (LEGAL).
- b. To the extent possible, the entire Board shall participate in continuing education programs together.
- c. Annually, as prescribed by law, the name of each Board member who has completed the required continuing education, who has exceeded the required hours, and/or who is deficient in the required hours shall be announced and read into the minutes.

7. *Meetings with the Superintendent and other District Employees*

- a. The Superintendent and Administrative Assistant shall be the first and primary contact for all Board Members who wish to communicate with administration.

- b. All Board members shall respect the Superintendent's daily schedule, keeping phone calls and meeting requests to a minimum. "Drop-in" visits will not necessarily be accommodated.
- c. All meetings that a Board member wishes to have with the Superintendent shall be scheduled through the Administrative Assistant with a list of items that the Board member desires to discuss included and an estimated time the meeting is expected to last. The meeting shall be scheduled to allow for an adequate discussion of those items, but with due regard being given to the Superintendent's other time commitments.
- d. Board members shall observe the allocated time limits for scheduled meetings with the Superintendent.
- e. These same general rules apply when a Board member wishes to meet with any other district employee, with the meeting being prearranged to respect the employee's daily schedule. Meetings shall be scheduled through the Superintendent's Administrative Assistant.
- f. If necessary, all other Board members are notified when a meeting is requested by a Board member.

8. Reimbursable expenses

- a. Board members shall be reimbursed for reasonable expenses incurred for:
 - i. Carrying out the business of the Board at Board request
 - ii. Attending meetings as official representatives of the Board
- b. Reimbursement for travel and expenses related to conventions/conferences will be limited to six nights per year. Additional reimbursement for travel and expenses shall be evaluated on a case by case basis and may be granted upon Board approval.
- c. Reimbursement for additional conventions/conferences and associated allowable expenses will require prior Board approval.
- d. Priority shall be given to attend conferences as a group.
- e. Arrangements necessary to register for a conference/convention and related accommodations (hotel, travel, etc.) shall be arranged through the Administrative Assistant to the Superintendent.
- f. Late registration will be allowed for any Board member whose professional schedule may be unpredictable.
- g. Reasonable expenses are defined to mean:
 - i. Hotel – not to exceed the standard negotiated rate available through the conference sponsor. If no standard negotiated rate has been established, the reimbursable rate shall not exceed the rate allowed for state employees in accordance with the General Appropriation Act (77th Legislature).

- ii. Parking – Self parking charges of the hotel in which the Board member is a guest, unless no self-parking is available.
 - iii. Meals –Reimbursement of a maximum amount of \$8 (breakfast), \$14 (lunch), and \$18 (dinner), including tax and gratuities up to 20%, shall be allowed upon submission of itemized receipts.
 - iv. Telephone calls – reimbursed at the exact cost only for calls made for school business.
 - v. Tips – not more than \$1.00 per bag for airport and hotel bellmen shall be reimbursed.
 - vi. Mileage – not to exceed the allowable rate set by the Texas Comptroller of Public Accounts for use of a personal car or the actual cost of the lowest fare for commercial transportation plus parking.
- h. No reimbursement will be made for
 - i. Non-district fax or phone calls
 - ii. Entertainment or in-room movies
 - iii. Alcohol
 - iv. Souvenirs
 - v. Spousal/family expenses
 - i. Cancellation of conference registration, hotel and travel accommodations, etc. must be completed within the allowable “cancellation” timeline established by the vendor or sponsoring entity. Every attempt must be made by the Board member to notify the Superintendent’s Administrative Assistant of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the district shall be borne by the individual Board member responsible for the cancellation, unless the cancellation is the result of personal illness or a family emergency.
 - j. A statement shall be submitted for all authorized expenses incurred, including receipts to the extent feasible, documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

9. Visits to Campuses

- a. Board members are encouraged to attend any and all school events as their time permits and to show support of school activities.
- b. Board members must notify the Superintendent or campus principal prior to visiting a District office or campus in an official capacity. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations.
- c. Board members shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus.
- d. Board members shall not visit a campus in an attempt to evaluate personnel on that campus.

- e. It is often difficult for staff members to view Board members as parents rather than as Board members. When visiting a campus or classroom as parents, Board members shall
 - i. Make it clear that they are acting as parents.
 - ii. Follow the same rules and guidelines for all parents regarding campus visits.
 - iii. Never request nor accept extraordinary consideration for their friends or family.

10. *New Board Members*

- a. The Superintendent and Board President, as necessary, will meet with each new Board Member as soon as practical after joining the Board. The Superintendent and Board President will review any onboarding process designed to support new Board members. The Superintendent may, as necessary, schedule a time for onboarding with the new member(s) within a reasonable amount of time after the election. The onboarding curriculum may include all subject areas required by law, recommended by TASB, or otherwise determined to be appropriate by the Superintendent or Board President.
- b. The Superintendent may arrange for new Board Members to visit with key staff members to familiarize themselves with such issues as finance, budgets, curriculum and instruction, safety and discipline issues, school management issues, and other issues of interest.
- c. New Board Members should be encouraged to attend as much training as possible during their first year of service, but no less than the state requirement for new Board Members. As an example, new Board Members are encouraged to attend TASB recommended and other training.
- d. At the discretion of the Board President, new Board Members will be assigned an existing Board Member who will serve as a mentor.
- e. New Board Members should feel free to ask questions of the Superintendent, Board President, and other Board Members