

## **Agenda of Regular Meeting of the Board of Trustees**

Thursday, January 28, 2021

6:30 PM

Rio Vista Administration Building, 100 Capps St., Rio Vista, TX 76093

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 same order as shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. CALL TO ORDER - Chris Pinyan, Board President

I call this meeting of the Rio Vista Independent School District to order. Let the record show that a quorum of the Board members are present and this meeting has been duly called and the notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

2. PRAYER

3. ROLL CALL

4. PUBLIC PARTICIPATION

Persons in attendance at the meeting may request a card to be completed and submitted to the recording secretary no later than five minutes prior to the meeting. This provides the individual the opportunity to address the Board on any subject on the posted agenda except personnel. Public participation is limited to this portion of the meeting and the audience may not enter into discussion to debate matters being considered by the Board at any other time during the meeting. The Board will allot up to thirty minutes for this portion of the agenda with no presentation to exceed three minutes. Delegations of more than five people shall appoint one person to present their views to the board may speak for five minutes. Specific factual information or recitation of existing policy may be furnished in response to inquire, but the Board may not deliberate, discuss, or make any decision on any subject on the agenda.

5. READING AND APPROVAL OF THE MINUTES

1. Additions

2. Corrections

6. REGULAR REPORT OF THE SUPERINTENDENT/Superintendent's Highlight Report- Jaylynn Cauthen

*Consent Items: Discuss and Consider*

*Superintendent Highlights Report*

1. Strategic Plan Progress

2. Grants Status Update

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3. Board of Trustees Training Hours

4. COVID-19 Update

5

5. Regular Report of the Assistant Superintendent - Jeanne Cobb

1. Transfer Student Report

7

2. Enrollment Report and Attendance Report

8

6. Regular Report of the Chief Financial Officer - Tammy Witten

1. Financial Report

11

2. Tax Office Report

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3. Travel Request Procedures and Form

17

4. Maternity Leave

24

7. Technology Update - Chuck Lister	
8. Safety and Security Update- Officer Ronnie Potts	
9. Athletic Update - Kasey Black	
10. Facilities and Custodial Update- Brent Batch	
11. Special Populations/Testing Update- Ashely Jones	
12. Campus Updates- Cassie Lloyd, Michael Zook, Michelle Drake, Charles Mims	
7. DISCUSSION	
1. Board of Trustees Election	26
2. COVID Mask Procedures	
3. Instructional Data Update	
4. T-TESS Update	
5. SFE Partnership Keene ISD - Third Party Food Company Emily Forte'	
6. 2021-2022 Nita M. Lowery 21st Century Community Learning Grant	
7. Student Dress Code and Grading Policies	27
8. RVISD Committee Charters	31
8. ACTION	
1. Consider and Take Action Order of Election (call for Board of Trustees Election May 1, 2021)	34
2. Consider and Take Action Resolution Calling for a Joint Election with the City of Rio Vista	36
3. Consider and Take Action Budget Amendment Number Four	46
4. Consider and Take Action Revised RVISD School Calendar 2020-2021	47
5. Consider and Take Action RVISD Resolution FFCRA Leave	
6. Consider and Take Action TASB Policy Update 116, Affecting (LOCAL) Policies	55
CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY	
DCD(LOCAL): EMPLOYMENT PRACTICES - AT-WILL EMPLOYMENT	
FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT	
GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES	
7. Consider and Take Action Personnel	
1. Resignations	
2. Employment	
3. Leave of Absence	
4. Assignments	
9. EXECUTIVE SESSION - The Board will now adjourn into executive session pursuant to the following sections of the Texas Open Meetings Act:	

TEXAS GOVERNMENT CODE SECTION:

39.030	Educ. Code: Assessment Instruments
418.183	Homeland Security
551.071	Private consultation with the Board's attorney
551.072	Discussion purchase, exchange, leases, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations
551.074	Discussing personnel or to hear complaints against personnel
551.0785	Medical or Psychiatric Records
551.076	Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.0821	Personally Identifiable Student Information
551.083	Consider the standards, guidelines, terms, or conditions the Board will follow, or will instruct its

representatives of employee groups.

551.084 Excluding witness from a hearing.

551.087 Economic Development Negotiations

## 10. ADJOURNMENT

The Board of Trustees may convene in executive session any time between the meeting's Public Participation and Adjournment in accordance with provision allowed under Chapter 551 of the Government Sub Chapter D.

Final action decision or vote, if any with regard to any matter considered in executive (closed) session shall be made in public (open) session immediately following the executive (closed) session or at a subsequent public (open) meeting duly announced as the Board of Education shall determine.

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For the Board of Trustees

Tammy Witten, Acting Superintendent

**Rio Vista ISD Grants 2020-21**

<b>Name of Grant</b>	<b>Grant Amount</b>	<b>Est. Award Date</b>
Teacher Instructional Leader Grant	\$94,530	01/31/21
Grow Your Own Grant	\$100,580	01/31/21
21st CCLC Grant	\$1,407,470	05/15/21
Rifle Resistant Body Armor Grant	\$8,000	06/30/21
Criminal Justice Grant	\$100,000	06/30/21
Juvenile Justice Truancy Prevention Grant	\$50,000	06/30/21
<b>Total</b>	<b>\$1,760,580</b>	

In service,  
Kish Russell  
Grants & Compliance  
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## Summary of Texas Public Schools Student Enrollment Trends: October 2020

January 7, 2021

In October 2020, TEA conducted an intermediary data collection to better understand enrollment trends and compared it to a September 2020 intermediary data collection, and to the October 2019 official PEIMS Fall (Snapshot) data collection.

TEA will continue to publish updates on enrollment trends throughout the year, including an update in late February based on data submitted as of January 29 (which will include analysis by demographic group) and in late April based on data submitted as of March 31.

### Summary of Texas Public School Enrollment Changes from October 2019 to October 2020

While overall 3% fewer students are enrolled in public education in Texas, more than half of that reduction (54%) is represented by early education, pre-kindergarten, and kindergarten, which are optional enrollment grades. Enrollment in grades for which school attendance is mandatory (grades 1-12) reduced by 1%.

Early education and pre-kindergarten (3- and 4-year-old students) enrollment each reduced by 22%.

	2019	Total Oct 2020	# Change Oct 2020 from 2019	% Change from 2019 to Oct 2020
<b>Early Education</b>	25,883	20,100	(5,783)	-22%
<b>Pre-k</b>	249,226	194,137	(55,089)	-22%
<b>Kindergarten</b>	384,110	359,999	(24,111)	-6%
<b>1st grade</b>	391,443	379,875	(11,568)	-3%
<b>2nd grade</b>	388,670	378,797	(9,873)	-3%
<b>3rd grade</b>	391,789	378,999	(12,790)	-3%
<b>4th grade</b>	400,106	383,199	(16,907)	-4%
<b>5th grade</b>	417,433	393,457	(23,976)	-6%
<b>6th grade</b>	422,722	412,117	(10,605)	-3%
<b>7th grade</b>	423,528	418,725	(4,803)	-1%
<b>8th grade</b>	411,253	420,381	9,128	2%
<b>9th grade</b>	449,099	433,099	(16,000)	-4%
<b>10th grade</b>	407,018	417,106	10,088	2%
<b>11th grade</b>	377,192	385,173	7,981	2%
<b>12th grade</b>	354,298	362,010	7,712	2%
<b>Total</b>	<b>5,493,770</b>	<b>5,337,174</b>	<b>-156,596</b>	<b>-3%</b>

## Summary of Texas Public School On-Campus vs. Remote Enrollment, October 2020

The majority of Texas public school students (54%) are learning on-campus as of October 2020.

	Oct 2020 On Campus	Oct 2020 Remote	Total Oct 2020
<b>Early Education</b>	14,339 / 71%	5,761 / 29%	20,100
<b>Pre-k</b>	115,643 / 60%	78,494 / 40%	194,137
<b>Kindergarten</b>	223,692 / 62%	136,307 / 38%	359,999
<b>1st grade</b>	232,099 / 61%	147,776 / 39%	379,875
<b>2nd grade</b>	228,170 / 60%	150,627 / 40%	378,797
<b>3rd grade</b>	225,238 / 59%	153,761 / 41%	378,999
<b>4th grade</b>	221,360 / 58%	161,839 / 42%	383,199
<b>5th grade</b>	221,739 / 56%	171,718 / 44%	393,457
<b>6th grade</b>	226,081 / 55%	186,036 / 45%	412,117
<b>7th grade</b>	220,883 / 53%	197,842 / 47%	418,725
<b>8th grade</b>	217,029 / 52%	203,352 / 48%	420,381
<b>9th grade</b>	216,871 / 50%	216,228 / 50%	433,099
<b>10th grade</b>	190,050 / 46%	227,056 / 54%	417,106
<b>11th grade</b>	167,457 / 43%	217,716 / 57%	385,173
<b>12th grade</b>	153,042 / 42%	208,968 / 58%	362,010
<b>Grand Total</b>	<b>2,873,693/ 54%</b>	<b>2,463,481/46%</b>	<b>5,337,174</b>

On-campus learning increased by over 700,000 students or 32% from the end of September 2020 to the end of October 2020.

	Sept 2020 On Campus	Oct 2020 On Campus	# Change Sep 2020 to Oct 2020	% Change Sep 2020 to Oct 2020
<b>Early Education</b>	11,112	14,339	3,227	29%
<b>Pre-k</b>	79,047	115,643	36,596	46%
<b>Kindergarten</b>	165,614	223,692	58,078	35%
<b>1st grade</b>	168,826	232,099	63,273	38%
<b>2nd grade</b>	166,377	228,170	61,793	37%
<b>3rd grade</b>	162,963	225,238	62,275	38%
<b>4th grade</b>	159,783	221,360	61,577	39%
<b>5th grade</b>	161,435	221,739	60,304	37%
<b>6th grade</b>	171,820	226,081	54,261	32%
<b>7th grade</b>	167,294	220,883	53,589	32%
<b>8th grade</b>	163,441	217,029	53,588	33%
<b>9th grade</b>	173,615	216,871	43,256	25%
<b>10th grade</b>	152,448	190,050	37,602	25%
<b>11th grade</b>	137,838	167,457	29,619	22%
<b>12th grade</b>	129,825	153,042	23,217	18%
<b>Grand Total</b>	<b>2,171,438</b>	<b>2,873,693</b>	<b>702,255</b>	<b>32%</b>

<b>Enrollment by District of Residence</b>		
<b>District Number</b>	<b>District Name</b>	<b>Number of Students</b>
018907	Kopperl ISD	12
109903	Covington ISD	8
109904	Hillsboro ISD	5
109907	Itasca ISD	1
109911	Whitney ISD	5
109913	Blum ISD	14
126901	Alvarado ISD	2
126902	Burleson ISD	1
126903	Cleburne ISD	67
126904	Grandview ISD	8
126905	Joshua ISD	2
126906	Keene ISD	0
126911	Godley ISD	1
213901	Glen Rose ISD	2
220920	White Settlement	2
<b>TOTAL TRANSFERS as of Dec 22nd</b>		<b>130</b>
126907	Rio Vista ISD	633
<b>TOTAL ENROLLMENT</b>		<b>763</b>

## ENROLLMENT 2020-2021

Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	Average
PPCD (EE)*				2	2						
PRE-K**	28	29	29	29	30						
PRE-K*	1	1	1	1	1						
KINDER	60	62	63	62	61						
<i>Total</i>	<b>89</b>	<b>92</b>	<b>93</b>	<b>92</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91.5</b>
1ST	55	58	61	61	61						
2nd	63	62	61	62	62						
3rd	50	51	49	50	48						
4th	63	64	65	66	63						
<i>Total</i>	<b>231</b>	<b>235</b>	<b>236</b>	<b>239</b>	<b>234</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>235.25</b>
5th	55	54	51	53	53						
6th	50	50	50	52	52						
7th	61	59	57	56	54						
8th	65	61	62	62	61						
<i>Total</i>	<b>231</b>	<b>224</b>	<b>220</b>	<b>223</b>	<b>220</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>224.5</b>
9th	40	39	38	38	38						
10th	73	71	71	69	68						
11th	57	55	55	55	54						
12th	57	57	58	57	55						
<i>Total</i>	<b>227</b>	<b>222</b>	<b>222</b>	<b>219</b>	<b>215</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>222.5</b>
<b>TOTAL</b>	<b>778</b>	<b>773</b>	<b>771</b>	<b>773</b>	<b>763</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>773.75</b>
Instr. Days	9	21	22	18	16						86
* Not TEA Funded (subtracted from total)											
**Funded 1/2 day											
* Not TEA Funded (subtracted from total)											
**Funded 1/2 day											



Produce Monthly

Sheet 1

- 1 Attendance > Maintenance > Student > Student Inquiry

Sheet 2

- 1 Run SAT2300 by Track and combine for ADA %
- 2 Add all tracks
- 3 **Divide D** - Tot Days Present - All Students **BY B** - Tot Days Membership - All Students

**CASH FLOW PROJECTION**  
**- General Fund Only -**  
**FY 2020**

	September	October	November	December	January	February	March	April	May	June	July	August	Total	Budget	Difference
Beginning Cash Balance in Bank	\$ 2,363,876.00	\$ 2,686,370.76	\$ 2,783,163.10	\$ 2,698,812.83	\$ 3,288,964.55	\$ 3,495,478.41	\$ 3,819,238.27	\$ 3,365,805.13	\$ 3,105,789.99	\$ 2,728,514.85	\$ 2,565,373.71	\$ 2,588,910.57	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
<b>CASH RECEIPTS</b>															
<b>(5700) Local Revenue</b>															
Tax Collection (Current)	\$ 10,061.20	\$ 137,860.33	\$ 186,629.42	\$ 1,222,417.34	\$ 894,594.00	\$ 1,017,240.00	\$ 222,547.00	\$ 63,028.00	\$ 61,918.00	\$ 33,623.00	\$ 24,689.00	\$ 28,462.00	\$ 3,903,069.29	\$ 3,342,535.00	\$ 560,534.29
Tax Collection (Delinquent)	\$ 1,327.93	\$ 9,325.76	\$ 4,950.45	\$ 638.90	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 3,970.18	\$ 48,004.48	\$ 45,000.00	\$ 3,004.48
Penalties & Interest	\$ 2,433.61	\$ 1,868.66	\$ 1,441.50	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 3,051.45	\$ 33,206.82	\$ 36,000.00	\$ (2,793.18)
Other Local Revenue	\$ 60,009.00	\$ 8,774.00	\$ 5,856.00	\$ 1,553.62	\$ 3,500.00	\$ 2,100.00	\$ 6,600.00	\$ 800.00	\$ 3,000.00	\$ 200.00	\$ 79,600.00	\$ 7,200.00	\$ 179,192.62	\$ 97,599.00	\$ 81,593.62
Loan Proceeds															
<b>(5800) State Revenue</b>															
Foundation School Program (FSP)	\$ 1,086,775.00	\$ 892,217.00	\$ 468,161.00	\$ -	\$ -	\$ -	\$ -	\$ 371,737.00	\$ 246,285.00	\$ 493,614.00	\$ 614,826.00	\$ 741,420.00	\$ 4,915,035.00	\$ 5,012,120.00	\$ (97,085.00)
Available School Funds (ASF)	\$ 11,125.00	\$ 22,523.00	\$ 32,142.00	\$ 10,048.00	\$ 26,097.00	\$ 26,097.00	\$ 26,097.00	\$ 26,097.00	\$ 26,099.00	\$ 26,099.00	\$ 26,099.00	\$ 26,099.00	\$ 284,622.00	\$ 287,081.00	\$ (2,459.00)
Existing Debt Allotment															
Instructional Facilities Allotment															
Other State Revenue/settle up															
Pre-K		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>(5900) Federal Revenue (Indirect) SHARS</b>	\$ 23.00	\$ 6,845.12	\$ 6,810.83	\$ 5,492.65	\$ 9,000.00	\$ 5,000.00	\$ 18,000.00	\$ 5,000.00	\$ 100.00			\$ 100.00	\$ 56,371.60	\$ 116,017.00	\$ (59,645.40)
<b>Total Cash Receipts</b>	\$ 1,171,754.74	\$ 1,079,413.87	\$ 705,991.20	\$ 1,243,201.96	\$ 940,212.63	\$ 1,057,458.63	\$ 280,265.63	\$ 473,683.63	\$ 344,423.63	\$ 560,557.63	\$ 752,235.63	\$ 810,302.63	\$ 9,419,501.81	\$ 8,936,352.00	\$ 483,149.81
<b>CASH DISBURSEMENTS</b>															
(6100) Payroll	\$ 701,162.98	\$ 380,425.05	\$ 645,035.64	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 541,013.00	\$ 6,595,740.67	\$ 6,736,557.00	\$ (140,816.33)
(6200) Professional & Contracted Services	\$ 32,790.00	\$ 120,910.33	\$ 45,649.32	\$ 45,532.12	\$ 88,729.81	\$ 88,729.81	\$ 88,729.81	\$ 88,729.81	\$ 76,729.81	\$ 78,729.81	\$ 83,729.81	\$ 83,729.81	\$ 922,720.25	\$ 1,008,817.00	\$ (86,096.75)
(6300) Supplies & Materials	\$ 62,106.00	\$ 74,238.65	\$ 37,882.03	\$ 64,773.55	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 65,741.42	\$ 764,931.59	\$ 785,261.00	\$ (20,329.41)
(6400) Other Operating Expenses	\$ 51,601.00	\$ 190,627.03	\$ 50,374.48	\$ 1,631.57	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 37,714.54	\$ 595,950.40	\$ 686,461.00	\$ (90,510.60)
(6500) Debt Service		\$ 193,639.37												\$ 293,766.00	\$ (293,766.00)
(6600) Capital Acquisitions		\$ 21,381.10	\$ 10,500.00												\$ -
Other Disbursements / Transfers	\$ 1,600.00	\$ 1,400.00	\$ 900.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 8,000.00		\$ -
<b>Total Cash Disbursements</b>	\$ 849,259.98	\$ 982,621.53	\$ 790,341.47	\$ 653,050.24	\$ 733,698.77	\$ 733,698.77	\$ 733,698.77	\$ 733,698.77	\$ 721,698.77	\$ 723,698.77	\$ 728,698.77	\$ 728,698.77	\$ 9,112,863.38		\$ -
<b>Increase (Decrease) in Cash</b>	\$ 322,494.76	\$ 96,792.34	\$ (84,350.27)	\$ 590,151.72	\$ 206,513.86	\$ 323,759.86	\$ (453,433.14)	\$ (260,015.14)	\$ (377,275.14)	\$ (163,141.14)	\$ 23,536.86	\$ 81,603.86	\$ 306,638.43	XXXXXXXXXXXX	XXXXXXXXXXXX
<b>TOTAL CASH &amp; INVESTMENTS</b>	\$ 2,686,370.76	\$ 2,783,163.10	\$ 2,698,812.83	\$ 3,288,964.55	\$ 3,495,478.41	\$ 3,819,238.27	\$ 3,365,805.13	\$ 3,105,789.99	\$ 2,728,514.85	\$ 2,565,373.71	\$ 2,588,910.57	\$ 2,670,514.43	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX









**Taxes Collected through December 31, 2020**

	M/O			I & S			Totals
	Curr Tx	Del Tx	Penalty/Int	Curr Tx	Del Tx	Penalty/Int	
	5711	5712	5719	5711	5712	5719	
SEPT	10,061.20	1,327.93	2,433.61	4,049.49	484.71	953.95	19,310.89
OCT	137,860.33	9,325.76	2,198.34	47,090.62	3,709.24	844.76	201,029.05
NOV	186,629.42	4,950.45	1,296.77	63,749.19	1,951.20	496.98	259,074.01
DEC	1,222,417.34	638.90	561.19	417,554.11	256.09	202.79	1,641,630.42
JAN							-
FEB							-
MAR							-
APR							-
MAY							-
JUNE							-
JULY							-
AUG							-
<b>TOTAL</b>	<b>\$1,556,968.29</b>	<b>\$16,243.04</b>	<b>\$6,489.91</b>	<b>\$532,443.41</b>	<b>\$6,401.24</b>	<b>\$2,498.48</b>	<b>\$2,121,044.37</b>
Budget	3,475,000.00	55,000.00	50,000.00	1,095,025.00	25,000.00	20,000.00	4,720,025.00
Diff	1,918,031.71	38,756.96	43,510.09	562,581.59	18,598.76	17,501.52	2,598,980.63
%	44.80%	29.53%	12.98%	48.62%	25.60%	12.49%	44.94%
<p align="center"><b>Next year, School First Indicator #20 is tied to property values. Just a reminder that there is no longer a lag in funding and the calculation in the school finance report.</b></p>							

**Rio Vista Independent School District  
Business Procedures Manual  
Section 7-Employee/Student Travel**

**Employee/Student Travel Instructions**

**Employee Travel - General Instructions**

Advance approval must be obtained for attendance of conventions/conferences on a Travel Request and the Rio Vista ISD Travel Request and Expense Reimbursement form must be completed.

The following rules apply to all employees of RVISD with reference to travel expense reports:

Travel expenses must be in compliance with District Policy DEE (Local) and DMD (Local). Employees are expected to select the most economical and practical accommodations, arrangements, and services in accordance with the needs of the trip.

The completed Travel Request and Reimbursement form should be submitted to the Business Office within ten (10) days of completion of the travel.

Reimbursement will not be made unless all supporting documentation is in order.

Each employee's Expense Report should include only his/her own expenses. Separate bills should be obtained whenever possible.

Receipts for monies expended for food, railroad, air or bus transportation, hotel accommodations and registration are to be submitted with the Travel Authorization/Expense Report form as evidence of the expenditures.

Travel within a sixty-mile radius is considered LOCAL, and overnight lodging is NOT allowed unless a clear need can be established, and the Superintendent or CFO's approves the request.

Miscellaneous expenses for incidentals, amusements, valet parking (unless self-parking is not available), non-business telephone calls or any other unauthorized expense will not be approved for reimbursement.

The "Other" field on the Travel Request and Reimbursement form is for requesting reimbursement for baggage handling, toll road fees, taxi fares, etc., that are often associated with the conduct of official school business. Receipts are required.

If supplies and materials are anticipated to be purchased at a workshop or conference, this should be done through a purchase order made out to the employee prior to the conference.

Membership dues included as part of the convention/conference registration are the responsibility of the individual employee unless membership: 1) involves student competition; 2) is one of the designated allowable dues on the business website; or 3) there is a registration fee reduction when two or more RVISD representatives attend the same conference that equals or exceeds the membership dues.

### **Travel Request and Expense Reimbursement Form**

The Travel Request and Reimbursement form must be completely filled out.

Principals should forward their Travel Request and Expense Reimbursement Form to the Superintendent for approval.

Travel using funds other than budgeted funds or activity funds (i.e. grants/special revenue funds), must have the approval of the administrator with jurisdiction over those funds prior to forwarding to the Business Office for final approval and processing.

The budget number to be charged for travel expenses must be indicated on the Travel Request and Expense Reimbursement Form.

### **Registration Only or Registration and Mileage Only Expenses**

Submit the completed Travel Request and Expense Reimbursement Form approved by the principal/administrator, along with the documentation showing the amount of the registration fee, to the Business Office for approval.

If the employee has personally paid for the conference/workshop, request for registration reimbursement must be submitted on a Check Request along with the approved Travel Request and Expense Reimbursement Form, original paid receipt, and proof of attendance.

If the original paid receipt is not provided, proof of payment by a copy of the front and back of the employee's cancelled personal check or a copy of the employee's credit/debit statement showing the expense incurred by the traveler, a copy of the conference flyer (which shows the registration fee) and proof of attendance must be provided.

### **Meal Allowances**

**Reimbursement for meals will not be allowed unless there is an overnight stay or if sponsoring students.**

Per Diem Amounts:

The following chart indicates cost allowed per meal:

<b>Breakfast</b>	<b>\$ 8.00</b>	departing before 7:00 am
<b>Lunch</b>	<b>\$12.00</b>	departing before 11:00 am
<b>Dinner</b>	<b>\$16.00</b>	returning after 7:00 pm
-----		
<b>Total</b>	<b>\$36.00</b>	

If a meal is provided in a function being attended, such as a banquet included in the conference registration, that meal will not be eligible for reimbursement. For example: If breakfast is provided free at the hotel you are staying in, the maximum amount eligible for reimbursement for that day would be \$28.00 (lunch and dinner). The amount paid for the lunch is irrelevant.

Amounts in excess of the above limits and any charges for alcoholic beverages are the responsibility of the participant. Alcoholic beverages may not be consumed during regular business hours when on official school business travel.

Meal Expenses should be recorded by day on the Travel Authorization/Expense Report form. Any complimentary meals should not be included.

**Lodging**

Reservations through the Internet are acceptable under the following guidelines:

Reservations by this method are charged state sales tax and a mandatory processing fee. Total amount must be equivalent to or less than the allowable rate in order to be reimbursed the total amount. Texas State Sales tax must be deducted from the total amount when submitting for reimbursement.

An itemized receipt from the hotel is required.

If you didn't use a district credit card, proof of payment is required, including the name and last 4 digits of the credit card, in order to be reimbursed. If it does not, then a copy of the employee's credit card statement showing the employee incurred these charges is necessary for payment.

Be sure you take a copy of the Texas Hotel Tax Exemption Certificate avoid paying state taxes. RVISD will not provide reimbursement for Texas state sales tax. If you use a district credit card you will be responsible for getting the taxes reversed or paying them yourself.

Upon checkout, review the billing to ensure that state sales tax was not charged.

### District Funds:

Hotel rates vary, and every effort should be made to obtain the most economical and practical accommodations available considering the purpose of the meeting. The district will allow \$85 per night, not including taxes, per employee. The supervisor may authorize an amount between \$85 and \$120. Amounts in excess of \$120 require the Superintendent's approval.

The government rate may be available and require school district identification. Always check to make sure that the government rate is actually lower than other special or discount rates that are being offered.

### Federal/State Funds:

Maximum rate for lodging in Texas is \$85.00 per night plus city/county taxes. Allowable taxes and resort fees may be charged to federal funds up to the federal limit.

Original itemized receipts are required.

Amounts in excess of the above limits are the personal responsibility of the employee.

## Transportation

Mileage to a convention/conference Local or Non-Local or other official school business is reimbursed when the employee uses his/her personal vehicle and a district vehicle is not available. .

The mode of transportation is the option of the employee. However, the maximum travel time allowable is one day prior to and one day following the convention/conference and should be the most cost-effective mode.

First-class airline travel will not be permitted. Airline receipts are required.

An official road map from the Internet Google Maps) should be used for computing miles traveled by automobile.

## Use of Personal Vehicle for RVISD Business

The Mileage Reimbursement Form should be used by employees to claim approved mileage reimbursement. Unless other expenses are incurred, this form may be used for all local travel.

The intent of the mileage reimbursement is to reimburse for all **actual business miles driven** in excess of the commuting miles from your home to your primary work location and back. If there are no miles driven in excess of normal commuting miles, no reimbursement is due.

Never report miles driven from home to your primary work location or from your primary work location to home.

If you begin your workday at your primary work location, begin reporting miles from that point using Google Maps.

Record the miles from each work location to the next using Google Maps.

**If you end your workday at a temporary work location, you may report miles from your location to your primary work location or to your home, whichever results in the shortest travel distance reported.**

The signature of the supervisor on the mileage report indicates that the report has been verified for the validity of the activity and that payment is authorized.

Employees receiving a travel stipend will not be reimbursed for in-district travel.

When a RVISD employee drives his/her personally owned vehicle, no matter how many passengers, the primary policy of coverage will be his/her own auto policy. The employee's personal auto policy will be fully utilized for any and all comprehensive, collision, or liability claims. If a lawsuit is brought against the employee and/or the school district, the employee's personal auto policy will settle and/or defend all parties involved. The Texas Tort Law limits the amount of employee's liability to \$100,000.

Please follow these steps when renting a vehicle:

- You will need to provide a purchase order number when calling to make a reservation.
- On the rental agreement – Show the employee's name and “**for Rio Vista ISD.**” For example, “Jane Doe for Rio Vista ISD.”
- Obtain a RVISD Auto ID card and carry the card for the duration of the trip.

### **Spouse/Children Accompanying Traveler**

In cases where the spouse/children, who are not on official school business, accompany the school official or employee, no expenses for the spouse/children may be included.

Only single standard rates are to be included in the request for reimbursement. For example, if a double room costs \$85.00 per night, and a single room costs \$75.00 per night, the employee will be reimbursed at the \$75.00 rate if the room is shared with the spouse/children.

It is not permissible to charge any expenses for the spouse/children to RVISD and later reimburse the district.

## **Student Travel Instructions**

### **Student Travel - General Instructions**

All RVISD student travel should be following District Policies FM (Legal), FM (Local) and EFD (Local).

#### **Overnight Trips by Students**

All individuals and groups representing the RVISD requiring an overnight trip must receive advance written approval from the school principal.

Each student and parent/guardian will be required to sign the supporting documents that will include a liability waiver, comments regarding conduct requirements, adequacy of chaperones, and other appropriate data.

The principal/director's office should be provided with a list of all students, teacher/sponsors, parents etc. as well as the itinerary.

Parent/guardian expenses cannot be borne by the school district unless there is a financial hardship, which will be considered on a case-by-case basis by the principal.

#### **Meal Allowance for Student Related Trips**

Students' meal allowances will be provided at a maximum of \$8.00 for breakfast, \$13.00 for lunch, and up to \$15.00 for dinner, unless otherwise authorized. Receipts will be required.

#### **Approval Required**

Student travel paid from campus budget requires principal's approval only.

#### **District Transportation**

Bus and district vehicle requests must be completed and submitted to the Transportation at least 10 days in advance of the planned trip.

#### **Meals provided by RVISD Food Service**

If students will need a sack lunch from the cafeteria complete a request at least 10 days prior to the trip.



## Travel Request and Expense Reimbursement – 2020-2021

**Traveler to complete the top section and obtain supervisor's approval prior to trip. Only one traveler per form!**

Today's Date: \_\_\_\_\_ Employee ID: \_\_\_\_\_ Campus: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Reason for Travel: \_\_\_\_\_ Destination: \_\_\_\_\_

If using grant funds, you must select one of the following grant objectives per the DIP/CIP. Travel is necessary for this reason:

Address a goal from the District Improvement Plan (copy goal here):  
\_\_\_\_\_

Address a goal from the Campus Improvement Plan or a need in the Comprehensive Needs Assessment (copy goal here):  
\_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Will this traveler require a substitute?  Yes  No

**Travel within a sixty mile radius is considered local and overnight lodging is NOT allowed unless a clear need is established and the Superintendent or CFO approves the request.**

NOTE: Per local guidelines, the lodging rate is \$96 plus city/local taxes per night, per employee. By signing below, I understand that I must comply with grant regulations and have printed and attached the GSA published rate for the city or county to which I'm traveling (go to [www.gsa.gov/portal/category/100120](http://www.gsa.gov/portal/category/100120)).

Employee Signature: \_\_\_\_\_ Supervisor's Approval: \_\_\_\_\_

**Traveler to complete the bottom section upon return from trip. After attaching receipts for expenses, Google Map documentation of any mileage, and a copy of TxEIS PO, obtain supervisor's approval. Do not include costs of items previously advanced. Forward completed form to the Business Office for reimbursement within 10 days of travel.**

Date	Mileage (\$0.56/mile)	Lodging* (\$96/GSA rate + tax)	Food**	Parking**	Other**	Total
<b>Total Reimbursement Due Employee:</b>						

\*Indicate any additional employees staying in room: \_\_\_\_\_

\*\*YOU WILL BE REQUIRED TO TURN IN ALL RECEIPTS –hotel, parking, food, etc.

Employee Signature: \_\_\_\_\_

\*BY SIGNING I CERTIFY THAT ALL EXPENSES ARE ACTUAL AND ACCURATE\*

Budget Code	Amount

Business Office Approval: \_\_\_\_\_

# Congratulations-You're Expecting a Baby!



## Here is a checklist of items to consider:

### Employee Leave

- ✓ By the beginning of your second trimester, schedule a time to meet with your supervisor to discuss a plan of action regarding your maternity leave, such as the length and date range. \*See them before that if you have any medical concerns.
- ✓ Meet with the Business Department to determine which type of leave you will take. There are two types of leave: FMLA (Family and Medical Leave) and TDL (temporary Disability Leave).
  - FMLA is available for Rio Vista ISD staff member who have been employed with the district for at least 12 months, does not have to be consecutive, or worked at least 1,250 hours during the 12 months immediately preceding the commencement of leave.
  - FMLA is used for a continuous block of time
  - FMLA is available for spouses who also work in the district and want to share in the birth and bonding stage, for a combined total of 12 weeks.
  - You must meet the requirements
  - If you are not eligible for FMLA, TDL is available for those whose position requires educator certification by the State Board for Educator Certification or by the District. TDL can be used for medical leave only, not bonding time.
  - Typical maternity leave is six to eight weeks.
  - FMLA leave requires you to use your available paid state and local paid days. If you surpass your available days you will change to a non-paid "dock" status. Your insurance will still be deducted each month so you will need to submit a payment to the district if you exhaust all your days. You can access your leave day totals on Ascender. If you have questions, please contact Tammy Witten in the Business Office at 817-760-0111, extension 4104.

### Returning to Work

- ✓ Before returning to work, you will need to obtain a letter from your doctor or health care provider stating that you are able to resume your position. The letter should be submitted to the Rio Vista ISD Business Office before you return. You can email them to [twitten@rvisd.net](mailto:twitten@rvisd.net)

### Health Insurance

- ✓ Add health benefits for your newborn within 30 days of birth.
- ✓ You can make changes to your supplemental benefits within 30 days of birth.
- ✓ You can log on to Ascender to check your current deduction amounts.

### Disability Insurance

- ✓ If you have elected to have Disability Insurance through Rio Vista ISD, be sure to file your maternity disability claim within 30 days of your planned due date. Disability insurance does not affect your leave or job status with the district.

## Beneficiary

- ✓ You might want to add your child as a beneficiary on your insurance policy.

## Breaks for Breast Milk Expression

- ✓ Rio Vista ISD supports the practice of breast milk expression and will make reasonable accommodations for our staff. A place, other than a multiple use restroom, which is out of view and free from intrusions from others, where an employee can express breast milk will be provided. A reasonable amount of time will be allotted. You will need to meet with your supervisor to schedule the break time and place. For nonexempt employees, they will clock out during these breaks, as they are unpaid.

## Prepare for Pregnancy – Take Advantage of Your TRS-ActiveCare Resources

*The Pulse*, February 2019

If you're pregnant or thinking about expanding your family, it can be a very exciting time for you and your loved ones! Here are some resources you have as a TRS-ActiveCare participant, and important information on newborn coverage and the transition to family benefits.

### Health Plan Resources

Knowing where to go and what's covered by insurance can be overwhelming as you plan for the arrival of your baby – we're here to help. With Aetna Navigator, you can access many tools and resources that can help you plan for your pregnancy.

Log in to [Aetna Navigator](#) to:

- Find in-network health care providers in your area, like pediatricians and OB-GYNs
- Access the Member Cost Estimator tool to help you compare costs for common procedures and treatments

### Aetna Maternity Program

Another resource you have is the Aetna Maternity Program (previously Beginning Right). Through the program, you can receive:

- Helpful facts on prenatal care, labor and delivery, and more
- A survey to review your health and pregnancy
- A personal nurse, if you have health conditions that may affect your pregnancy
- If you smoke, a stop-smoking program that can help you quit
- Essential information and one-on-one support

If you complete the program and the postpartum survey, you are eligible to receive a special gift.

### Newborn Coverage

The TRS-ActiveCare plan will automatically provide medical coverage for your newborn for the first 31 days after birth. You must actively enroll your baby within 31 days of his or her date of birth in order to continue coverage. Contact your Benefits Administrator to enroll your newborn.

If you plan to utilize your spouse's employer plan, please note that you must provide only that plan's information to the hospital upon admission.



### Family Benefits

If you are enrolled as an 'employee only' or 'individual' before the birth of your child, your coverage status will change once the child is enrolled. This means that you will now be enrolled under family benefits, so your monthly contributions will increase and you will also have the family deductible and family out-of-pocket maximum rates, which are double the individual rates.

For ActiveCare 1-HD members, your entire family deductible must be met before benefits are paid for any individual family member's medical expenses. The family deductible can be met by just one family member or a combination of family members.

For more specific questions you may have, call TRS-ActiveCare Customer Service at 1-800-222-9205 and speak to an Aetna Health Concierge.

 [Return to Health Care News Main Page](#)

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Visit our [Subscribe!](#) page for information on TRS news topics. Or subscribe directly to TRS-ActiveCare or TRS-Care news updates at [TRS email subscription service](#).

## Rio Vista ISD 2021 ELECTION CALENDAR

DATE	EVENT	*CODE
December 14, 2020	Last day to post Notice of Deadline to File Application for Place on the Ballot	S
January 13, 2021	First day to file an application for a place on the ballot or declaration of write-in candidacy	C
February 12, 2021	<b>Deadline to file application for a place on the ballot</b> Deadline to order May 1, 2021 general election	<b>C</b> S
February 16, 2021	Deadline to file declarations of write-in candidacy	C
February 18, 2021	First day to post notice of ballot position drawing to be conducted on February 22, 2021.	S
February 19, 2021	Last day for a candidate to withdraw or is declared ineligible First day an unopposed election may be cancelled	C S
February 22, 2021	Conduct ballot position drawing at 9:00 A. M. Order election supplies/registered voters list	S S
March 3, 2021	Deadline for providing notice of the election to the county clerk/elections administrator and voter registrar	S
April 1, 2021	Last day to register to vote or make an address change for the May 1, 2021 Election First day which notice of election must be published	S
April 10, 2021	Last day to post notice of election on bulletin board	S
April 19, 2021	First day to vote early by personal appearance	S
April 21, 2021	Last day to publish notice of election	S
April 27, 2021	Last day to vote early by personal appearance	S
<b>May 1, 2021 7:00 AM - 7:00 PM</b>	<b>ELECTION DAY</b>	<b>S</b>
May 7, 2021	Deadline for voter registrar to complete review of provisional ballots Post notice of date to canvass election returns	
May 11, 2021	Board meeting to canvass election returns	S
May 13, 2021	Last day for official canvass of returns	S

\* C - Candidate

\* S – School

## TEACHER RESPONSIBILITIES

### Student Work

Student grades will be posted in parent portal within five business days for daily grades and major grades. *Special consideration is given to major projects, including lengthy writing assignments.*

Graded papers must be returned to students within 3-5 school days.

### Contacting Parents

Teachers must contact parents by either phone or email upon giving a student a failing grade. A plan for remediation will be communicated.

### Teachers Expectations

Develop engaging assignments and assessments designed to master the learning objectives

Provide timely feedback and communication to students and parents so that progress on each content standard can be monitored

Provide opportunities for students to demonstrate learning in a variety of ways

Communicate regularly with students about his/her progress

Remain in the "Power Zone" during class to ensure that all students stay on task and complete assignments

Allow student(s) to retest

Use a variety of both formative and summative assessments to monitor students' progress on each content standard

## PARENT RESPONSIBILITIES

### Parent Expectations

Maintain constant and open communication with the school and your student(s) teachers

Provide a suitable study environment and make sure your student(s) get plenty of rest

Make attendance a priority

Encourage participation in activities

Keep the school updated regarding address, phone number, and/or email changes

Request help if needed

## STUDENT RESPONSIBILITIES

### Student Expectations

Request help when needed

Redo assignments and assessments that show less than mastery of a standard

Arrange for time to redo assessments

Respect other students and staff

Take care of the building and technology equipment

Keep abreast of grades and give a good effort

Remember - to represent your family and this school well

## EAGLES Never Quit!

*Always Do Your Best*

## RVISD GRADING POLICIES

NEW BEGINNINGS @  
RVISD



### PHILOSOPHY OF GRADING AND ASSESSMENT

RVISD BELIEVES THAT STUDENT S ' GRADES SHOULD REFLECT MASTERY OF GRADE-LEVEL TEKS. RVISD STUDENTS WILL BE TARGETED AND SUPPORTED BY STAFF UNTIL THEY REACH MASTERY OF THOSE TEKS.

ASSESSMENTS WILL BE ALIGNED TO THE UNIT STANDARDS THAT HAVE BEEN COVERED. FORMATIVE ASSESSMENTS WILL BE GIVEN THROUGHOUT THE UNIT FOR DAILY GRADES AND THE DATA USED TO DRIVE INSTRUCTION. SEVERAL FORMATIVE ASSESSMENTS SHOULD BE COMPLETED PRIOR TO A SUMMATIVE ASSESSMENT.

RVISD Assessment Google  
Site/Calendar

## Make-up Work

Students will receive 1 extra day to turn in work for every day they are absent.

## Additional Time

All makeup work will be completed within 10 school days. Teachers have discretion to create reasonable opportunities for completing and will work with students on an individual basis if special circumstances require extra time.

## Late Work

Students may be assessed a penalty of no more than 30 points for work turned in up to 48 hours after due date/time. Work turned in after 48 hours from the due date/time may be given a zero.

## Failing Grade Procedures (Daily/Test)

If an assignment is failed, the student should conference with their teacher for targeted instruction and may request an opportunity to demonstrate mastery on an alternate assignment and improve their grade by completing and averaging the two grades. For example: If a student receives a 40 on an assignment, then after remediation the accompanying assessment is a 100, an average will be taken of the two tasks, giving them a 70 in the grade-book.

## Progress Reports

In a nine week grade reporting period, progress reports will be made available to all students at the end of each three-week period. The teacher shall contact the parent/guardian by phone, email or conference of any student making below a 70 prior to the end of each three-week period.

## Progress Monitoring Data

If a student falls one grade level or more behind in reading or math at the end of the year, they will be required to meet with the grade level placement committee at the end of the year.

## Failing the Semester

Grades 9-12 - Students who fail to earn credit in a single semester may earn credit for the year if the yearly average is at or above a 70. Students who fail a semester and do not earn a yearly average at or above a 70 may earn semester credit through summer school (Please see the RVHS student handbook "Summer School (All Grade Levels)" for more information.

## Failing the Grade Level

Grades 1-8 are required to pass with a 70% or better in reading and math for the school year. They are also required to pass one of the two following subjects with a 70 % or higher; Social Studies, Science.

Grades 9-12 - Grade-level advancement for students in grades 9–12 shall be achieved by earning course credits.

## Homework

Homework should be review only. It should NOT be taken as a grade. Grade level homework should NOT exceed 30 minutes.

## Students with an IEP, 504, LPAC or RTI Accommodations

Accommodations that allow for EXTRA TIME, as specified in IEP, 504, LPAC, or Rtl paperwork must be followed and documented.

All other required accommodations must be documented as given for students to receive a failing grade.

Documentation should be on each assignment as well as noted in the grade-book, under notes, next to the failing grade.

## Grading Scales

### Pre K - 1st - Standards based report card:

M - Mastered

P-Progressing

US - Unsatisfactory

N/A Not Assessed

### 2nd-12th grade

A - 90-100

B - 80-89

C - 70-79

F - Below 70

# STAFF

## Pants/Leggings:

Leggings must be covered by a shirt that is fingertip length.

Pants should not contain holes above the knee.

## Shirts/ Dresses:

Dresses should be appropriate in length no shorter than 4 inches above the knee. Shirts should not contain any profanity or references to alcohol or drugs.

## Grooming/Hair:

All staff should be neatly groomed. Teachers and staff are expected to maintain a professional appearance.

## Piercings/Tattoos:

Tattoos that contain any graphic or violent imagery should be covered.

Facial piercings may consist of a single stud nose piercing. Gauges will not be permitted on face or ear.

## Campus and District

**Administrators shall have final determination on decisions regarding dress code issues.**

## **CREATED BY RVISD ADMINISTRATION**

CASSIE LLOYD

MICHAEL ZOOK

MICHELLE DRAKE

CHARLES MIMS

JAYLYNN CAUTHEN

JEANNE COBB

**Campus and District  
Administrators shall have final  
determination on decisions  
regarding dress code issues.**

# RVISD DRESS CODE

NEW BEGINNINGS @  
RVISD



## **PHILOSOPHY ON DRESS CODE**

RVISD BELIEVES THAT STUDENTS AND STAFF SHOULD BE DRESSED IN A WAY THAT PRESENTS PRIDE OF THEMSELVES AND OUR DISTRICT.

WE WILL NOT ALLOW DRESS CODE TO INTERRUPT OUR INSTRUCTION, NOR TAKE AWAY STUDENT CHOICE OF SELF EXPRESSION.

817-760-0111

101 East Capps St

Ri Vista, TX, 76093

[www.rvisd.net](http://www.rvisd.net)

## ELC/ELEMENTARY

### Pants/Leggings:

Leggings must be covered by shirt/dress that is fingertip length.

Jeans may have rips as long as the rips are below the fingertips. Leggings must be worn under jeans if rips are above the fingertips.

No pajama bottoms unless it's a special day.

### Shirts/ Dresses:

Clothing, accessories, or styles that express vulgarity, suggestive or controversial designs, promote drug, alcohol or tobacco, promote violence, solicit racial discord (i.e. Confederate flags) or promote gang related activity as well as styles that might create a distraction from the learning process are prohibited.

No crop tops or shirts with spaghetti straps.

### Grooming/Hair:

Students are expected to keep their hair neat, well groomed, and out of their faces.

Hair shouldn't be distracting to in class learning.

### Piercings/Tattoos:

No gauges are allowed.

Girls are restricted to three earrings per ear.

Body piercings of any kind other than earrings are not allowed. Eyebrow rings, nose rings, tongue rings, spacers, or any other visible body piercings are not permitted. Clear, discrete spacers are allowed.

Skin decorations, including permanent or temporary tattoos, symbols, words, etc. are prohibited. Any visible skin decoration must be concealed/covered at all times, including during athletic classes/events.

Campus administration shall have final determination on decision concerning dress code.

## MIDDLE SCHOOL

### Pants/Leggings:

Leggings must be covered by shirt/dress that is fingertip length.

Jeans may have rips as long as the rips are below the fingertips. Leggings must be worn under jeans if rips are above the fingertips.

No pajama bottoms unless it's a special day.

### Shirts/ Dresses:

Clothing, accessories, or styles that express vulgarity, suggestive or controversial designs, promote drug, alcohol or tobacco, promote violence, solicit racial discord (i.e. Confederate flags) or promote gang related activity as well as styles that might create a distraction from the learning process are prohibited.

No crop tops or shirts with spaghetti straps.

### Grooming/Hair:

**Students are expected to keep their hair neat, well groomed, and out of their faces.**

**Hair shouldn't be distracting to in class learning.**

### Piercings/Tattoos:

No gauges are allowed.

Girls are restricted to three earrings per ear.

Body piercings of any kind other than earrings are not allowed. Eyebrow rings, nose rings, tongue rings, spacers, or any other visible body piercings are not permitted. Clear, discrete spacers are allowed.

Skin decorations, including permanent or temporary tattoos, symbols, words, etc. are prohibited. Any visible skin decoration must be concealed/covered at all times, including during athletic classes/events.

Campus administration shall have final determination on decision concerning dress code.

## HIGH SCHOOL

### Pants/Leggings:

Leggings must be covered by shirt/dress that is fingertip length.

Jeans may have rips as long as the rips are below the fingertips. Leggings must be worn under jeans if rips are above the fingertips.

No pajama bottoms unless it's a special day.

### Shirts/ Dresses:

Clothing, accessories, or styles that express vulgarity, suggestive or controversial designs, promote drug, alcohol or tobacco, promote violence, solicit racial discord (i.e. Confederate flags) or promote gang related activity as well as styles that might create a distraction from the learning process are prohibited.

No crop tops or shirts with spaghetti straps.

### Grooming/Hair:

Students are expected to keep their hair neat, well groomed, and out of their faces.

Hair shouldn't be distracting to in class learning.

### Piercings/Tattoos:

No gauges are allowed.

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Skin decorations, including permanent or temporary tattoos, symbols, words, etc. are prohibited. Any visible skin decoration must be concealed/covered at all times, including during athletic classes/events.

Campus administration shall have final determination on decision concerning dress code.



**Charter**

**Title:** Superintendent’s Staff Advisory Committee

**Purpose:** To assist the superintendent in goal making, improvement processes, and overall direction for RVISD by representing the voice of their campus and/or department.

**Objectives:**

- Participate in determining the most pressing issues RVISD is facing and help develop solutions to address those issues
- Provide feedback and suggestions/recommendations on district operations and processes
- Bring questions and concerns from parents, students, staff, and the community to the attention of district leadership
- Review and make recommendations regarding district improvement efforts

**Members:**

ELC Teacher	Jenny Halvorson	November 4, 2020
Elementary Teacher	Tracie Rogers	December 2, 2020
Intermediate Teacher	Amy Hennis	January 6, 2021
Middle School Teacher	Kirby Holland	February 3, 2021
High School Teacher	Kim Black	March 3, 2021
Instructional Aide	Mandi Miller	April 7, 2021
SPED Teacher	Michael Vanderhoff	May 5, 2021
Dyslexia Teacher	Cathy Ann Smith	June 2, 2021
PE Teacher	Keith Johnson	July 21, 2021
Maintenance	Jim Montgomery	August 4, 2021
Custodial	Amanda Griffin	
Cafeteria	Regina Carillo	
Band	David Jeansonne	
Athletics	Nicole Black	
Ag	Kenneth Webb	
CTE	Troy Webb	
Nurse	Amy Wright	
Administration	Jennifer Brown	
Transportation	Deb Davis	
Technology	Meagan Dupre	

**Authority:** The committee will serve in an advisory role and make recommendations to the Superintendent.

**Length of Term:** Members should serve a one-year term but not restricted to that length of time.

**Meetings:** Meetings will be called by the Superintendent and facilitated by the Superintendent or designee. Monthly meetings should be held with the first Wednesday of every month the intended scheduled day from 4:00 to 5:30. Meetings scheduled during the summer months may be held during the work day.

Length of the committee will be at the Superintendent’s discretion.





**Charter**

**Title:** We are Rio Group

**Motto:** Choose to be a part of the solution NOT the problem.

Rio Vista will have no tolerance for individuals who are being a part of the problem. If you are not a part of the solution then you are part of the problem. Check Yourself

**Purpose:** To combine efforts, create collaboration, and improve communications of organizations that have an impact on the well-being, safety and success of Rio Vista, TX as a whole.

<b>Members:</b>	<b>Organization:</b>	<b>Dates Meetings will be held for 2020-2021:</b>
Tim Dalan	City of Rio Vista	November 18, 2020
Marshall Whitlock	City of Rio Vista	December 16, 2020
Chelsea Lewis	Rio Vista Safe Fund	January 27, 2021
Brody Hackler	Rio Vista Safe Fund	February 24, 2021
Ryan Conner	Rio Vista Safe Fund	March 31, 2021
J.W. Morgan	Nolands River Lodge # 453	April 21, 2021
Dustin Clark	Nolands River Lodge # 453	May 12, 2021
Tony Cashion	Nolands River Lodge # 453	June 23, 2021
Jacky Mears	RV First Baptist Church	
Audrey Fipps	RV First Baptist Church	
R.J. Hodges	RV Youth Sports Association	
Ronnie Allen	Rio Vista Brothers	
Cynthia Allen	Rio Vista Cares	
Chris Pinyan	Rio Vista ISD School Board	
Jaylynn Cauthen	Rio Vista ISD	
Jeanne Cobb	Rio Vista ISD	
Kasey Black	Rio Vista ISD	
Chuck Lister	Rio Vista ISD	
Ronny Potts	Rio Vista ISD	

**Authority:** The committee will serve as a networking group that serve together in a capacity to serve the community of Rio Vista, Texas.

**Length of Term:** Members should serve as long as they choose or as long as their role in leadership within their organization remains.

**Meetings:** Meetings will be called by the Superintendent of RVISD and facilitated by the Superintendent or designee. Monthly meetings should be held one time a month over lunch.

**ORDER OF ELECTION FOR OTHER POLITICAL SUBDIVISIONS**

An election is hereby ordered to be held on May 1, 2021 for the purpose of:  
To elect two School Board of Trustees (date)

Applications for a place on the ballot shall be filed by: February 12, 2021.  
(A deadline is required to be stated in the order for a special election.)

Early voting by personal appearance will be conducted each weekday at

Rio Vista Civic Center 201 State Highway 174 South Rio Vista, Texas 76093  
(location)

between the hours of \_\_\_\_\_ a.m. and \_\_\_\_\_ p.m. beginning on April 19, 2021  
(date)  
and ending on April 27, 2021.  
(date)

Applications for ballot by mail shall be mailed to:

Rio Vista ISD Administration Building  
(Name of Early Voting Clerk)  
P O Box 369 Attn: Pam Gallagher  
(Address)  
Rio Vista, Texas 76093  
(City) (Zip Code)

Applications for ballots by mail must be received no later than the close of business on  
April 20, 2021.  
(date)

Additional early voting will be held as follows:

Location	Date	Hours
<u>See Attached List</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Issued this the 28th day of January, 20 21.

\_\_\_\_\_  
Member

\_\_\_\_\_  
Signature of Presiding Officer

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

**Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.**

**ORDER OF ELECTION FOR OTHER POLITICAL SUBDIVISIONS**

An election is hereby ordered to be held on May 1, 2021 for the purpose of:  
To elect two School Board of Trustees (date)

Applications for a place on the ballot shall be filed by: February 12, 2021.  
(A deadline is required to be stated in the order for a special election.)

Early voting by personal appearance will be conducted each weekday at

Rio Vista ISD Administration Building 100 East Capps Street Rio Vista, Texas 76093  
(location)

between the hours of 8:00 a.m. and 4:00 p.m. beginning on April 19, 2021  
(date)  
and ending on April 27, 2021.  
(date)

Applications for ballot by mail shall be mailed to:

Rio Vista ISD Administration Building  
(Name of Early Voting Clerk)

P O Box 369 Attn: Pam Gallagher  
(Address)

Rio Vista, Texas 76093  
(City) (Zip Code)

Applications for ballots by mail must be received no later than the close of business on  
April 20, 2021.  
(date)

Additional early voting will be held as follows:

Location	Date	Hours
<u>See Attached List</u>		

Issued this the 28th day of January, 20 21.

Member \_\_\_\_\_

Signature of Presiding Officer \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_

**Instruction Note:** A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

**ELECTION AGREEMENT  
FOR RIO VISTA ISD AND CITY OF RIO VISTA  
MAY 1, 2021**

**THIS AGREEMENT is made and entered into this 28th day of January 2021, by and between the City of Rio Vista, acting by and through its designee hereinafter referred to as "City" and Rio Vista Independent School District, acting by and through its designee hereinafter referred to as "School" and or "Parties" jointly.**

**WHEREAS, the "City" will be conducting a General Election on May 1, 2021 for registered voters of Johnson County, Texas residing within CITY; and**

**WHEREAS, the "School" will be conducting a Board of Trustee Election annually for the Rio Vista Independent School District voters; and**

**WHEREAS, pursuant to Sec. 271.003, Texas Elections Code, CITY AND SCHOOL desire to hold a joint election at the Rio Vista Civic Center as the common polling place to conduct and coordinate this election; and**

**WHEREAS, pursuant to Sec. 271.002, Texas Elections Code, "City" and "School" agree to enter into a contract with to conduct and coordinate election services for this May 1, 2021 General Election.**

**NOW THEREFORE, FOR AND IN CONSIDERATION of the mutual project referenced herein, the parties hereto agree to hold an election on May 1, 2021 from 7:00 a.m. until 7:00 p.m., in accordance with Section 271.002, Texas Election Code, and that said election to be conducted pursuant to the terms of this agreement.**

**I. AGREEMENT**

**GENERAL TERMS:**

**1.01 On May 1, 2021, the election shall be held from 7:00 AM until 7:00 PM, that day, at the location listed on Exhibit B.**

**1.02 The political subdivision participating in the election on May 1, 2021, shall have and share in the use of the election Judge(s), Clerk(s), ES&S AutoMark voting equipment, and other supplies.**

**1.03 Each of the political subdivisions participating in the annual election will bear the costs related to each of their respective elections.**

**1.04 Early voting will be conducted at the City of Rio Vista Civic Center located at 201 S. Highway 174.**

**1.05 The "Parties" will prepare their respective list of registered voters, prepare any election orders, resolutions, publish notices and any other documents for adoption or execution; take all actions as required by for calling the election; canvass election returns, handle contested election(s), and declare the results of their respective election.**

**II. CITY OF RIO VISTA**

**2.01 The "City" agrees to coordinate and conduct the election at the polling place located at 201 S. Highway 174, Rio Vista, Texas.**

**2.02 Prepare any election orders, resolutions, notices, writ of election, and other pertinent documents for adoption for execution by the appropriate officer; and take all actions required by law for calling the election, handling contests, canvassing the returns, and declaring the results of the election.**

**2.03 Prepare and publish information for the required election notice.**

**2.04 Shall be responsible for early voting ballot requests by mail; shall be responsible for all preparation of mail ballots; including mailing ballot to voter.**

**2.05 Prepare the official wording, including Spanish, for the "City" ballot.**

**2.06 Approve final optical scan on the "City"ballot wording for content, form, and spelling.**

**2.07 "City" authorize the "School" to select and appoint election officials for early voting and election day pursuant to Section 32.005 of the Texas Election Code.**

**2.08 In consideration for services and expensed bear the necessary costs associated with the "City" election (Exhibit A).**

### **III. RIO VISTA INDEPENDENT SCHOOL DISTRICT**

**3.01 The "City" agrees to coordinate and conduct the election at the polling place located at 201 S. Highway 174, Rio Vista, Texas.**

**3.02 Prepare any election orders, resolutions, notices, writ of election, and other pertinent documents for adoption for execution by the appropriate officer; and take all actions required by law for calling the election, handling contests, canvassing the returns, and declaring the results of the election.**

**3.03 Prepare and publish information for the required election notice.**

**3.04 Shall be responsible for early voting ballot requests by mail; shall be responsible for all preparation of mail ballots; including mailing ballot to voter.**

**3.05 Prepare the official wording, including Spanish, for the "City" ballot.**

**3.06 Approve final optical scan on the "City"ballot wording for content, form, and spelling.**

**3.07 Appoint election officials for early voting and election day.**

**3.08 In consideration for services and expensed bear the necessary costs associated with the "School" election (Exhibit A).**

**3.09 Prepare and submit to the U. S. Department of Justice, under Section 5 of the Voting Rights Act of 1965, the required submission on voting changes with respect to the election.**

### **IV. EARLY VOTING BY PERSONAL APPEARANCE**

**4.01 Early Voting by personal appearance shall be conducted at the location listed on Exhibit B. All eligible voters in the City of Rio Vista of Johnson County may vote early at the Rio Vista Civic Center 201 S HWY 174, Rio Vista, Texas 76093.**

**4.02 Early Voting by personal appearance will begin on April 19, 2021, and will end on April 27, 2021. There will be no early voting on Saturday, or legal holidays, unless otherwise agreed to by the "Parties".**

**4.03 Extended hours pursuant to Section 85.005 of the Election Code will be on April 26, 2021 and April 27, 2021.**

**V. ELECTION DAY**

**5.01 Appointed election officials shall procure, prepare, and distribute supplies and the ES&S AutoMark and other election equipment for personal appearance on Election Day.**

**5.02 Appointed election officials shall procure, prepare, and distribute Election Day supplies, tables, chairs if needed, and equipment, including ballots.**

**5.03 The Election Judge shall supervise the handling and disposition of election returns, tabulate unofficial returns, and assist in preparing the tabulation for the official canvass.**

**5.04 Appointed election officials shall prepare the canvass report after all precincts have been counted and make available a copy of the appropriate part of the tabulation report.**

**VI. CANCELLATION CLAUSE**

**6.01 In the event that the election is canceled due to all candidates being unopposed, the "City" will notify at the earliest possible date the "School" election officials; and the "School" will hold the election at the Rio Vista Civic Center located at 201 S. Highway 174, Rio Vista, Texas.**

**6.02 In the event that the election is canceled due to all candidates being unopposed, th "School" will notify at the earliest possible date the "City" election officials; and the "City" will hold the election at the Rio Vista Civic Center located at 201 S. Highway 174, Rio Vista, Texas.**

**6.03 The "City" or the "School" will bear the costs related to each of their elections if a single entity must hold an election.**

**ACCEPPTANCE:**

**IN THE WITNESS WHEREOF, the above Agreement was adopted at the City of Rio Vista Council meeting held on the 28th day of January, 2021.**

**\_\_\_\_\_Ayes  
\_\_\_\_\_Noes  
\_\_\_\_\_Absent**

**On behalf of the City of Rio Vista, we hereby accept the terms of the Agreement contained in this Resolution. Signed on the 28th day of January, 2021.**

\_\_\_\_\_  
**Tim Dalan, Mayor**

\_\_\_\_\_  
**Denise Nix, City Secretary**

**On behalf of Rio Vista Independent School, we hereby accept the terms of the Agreement contained in this Resolution on the 28th day of January, 2021.**

\_\_\_\_\_  
**Chris Pinyan  
President, Board of Trustees  
Rio Vista Independent School District**

\_\_\_\_\_  
**Matt Gilbert  
Secretary, Board of Trustees  
Rio Vista Independent School District**

**EXHIBT B**

**MAY 1, 2021  
CITY OF RIO VISTA  
GENERAL ELECTION  
(1 de Mayo del 2021 ciudad de Rio Vista Eleccion general)**

April 19, 2021 through April 27, 2021 is the period for early voting by personal appearance. (Sec. 85.001). Any voter qualified to vote in the May 1, 2021, General Election is eligible for early voting by personal appearance. Early voting by personal appearance will be conducted at all following location:

Monday, April 19, 2021 - Friday, April 23, 2021 hours: 8:00 am until 5:00 pm

Monday, April 26, 2021 - Tuesday, April 27, 2021 hours: 7:00 am until 7:00 pm

*(El 19 de Abril del 2021 hasta el 27 de Abril del 2021 es el periodo para la votación anticipada en persona. (Sec. 85.001). Cualquier votante cualificado para votar en la Elección General del 1 de Mayo del 2021, es elegible para la votación anticipada en persona se llevara a cabo en los siguientes lugares:*

*lunes, 19 de Abril del 2021 – viernes, 23 de Abril del 2021; horas: 8:00 am hasta 5:00 pm*

*lunes, 26 de Abril del 2021 - martes, 27 de Abril del 2021; horas: 7:00 am hasta 7:00 pm)*

**Hours for additional early voting will be extended;**

**Saturday, April 24, 2021 - hours: 8:00am until 5:00pm.**

*(Se extenderán las horas para la votación anticipada adicional;*

*Sábado, 24 de Abril del 2021 – horas: 8:00 am hasta 5:00 pm.)*

**EXHIBIT A/B  
(ANEXO A/B)**

**EARLY VOTING & ELECTION DAY LOCATION  
(Ubicación del Día de votación anticipada y elección)**

**May 1, 2021 Hours for Election Day are 7:00am until 7:00pm  
(1 de Mayo del 2021, El horario para el Día De las Elecciones es de 7:00am a 7:00pm)**

Rio Vista Civic Center  
201 S Hwy 174  
Rio Vista, Texas 76093

**Sec. 85.062 Texas Election Code**

(2) The Commissioners court of a county with a population of 120,000 or more but less than 400,000 shall establish one or more early voting polling places other than the main early voting polling place in each Commissioners precinct containing territory covered by the election.

*(Sec. 85.062 Código Electoral de Texas*

*(2) El Tribunal de Comisarios de un condado con una población de 120,000 ó más, pero menos de 400,000, establecerá al menos un centro de votación adelantada, además del centro primario de votación adelantada, en cada recinto de los comisarios que contiene territorio incluido en la elección.)*

**COST OF JOINT GENERAL ELECTION  
MAY 1, 2021**

The following represents the cost for services and equipment of a Joint Election between the City of Rio Vista and Rio Vista Independent School District to be held at the Rio Vista Civic Center.

Early Voting and Election Day location:  
Precinct 23 (Rio Vista Civic Center):

<b>1. VOTING EQUIPMENT, PROGRAMMING AND PRINTING</b>	<b>ESTIMATED</b>	<b>ACTUAL</b>
Rental ES&S Auto-Mark for HAVA	\$ 350.00	
Programming Charges/Coding/Media shipping for 650 Central count & Auto-Marks	1100.00	
Printing Ballots/Layout/Spanish coding/Shipping	450.00	
<b>2. ESTIMATED EARLY VOTING COSTS</b>		
Judge's Early Voting Kit	80.00	
Ballot by Mail RIC	100.00	
Early Voting Judge @75 hours	975.00	
Early Voting Clerk 3 @ 70 hours	2310.00	
<b>3. ESTIMATED ELECTION DAY COSTS</b>		
Judge's Election Day Kit	80.00	
Election Day Judge @ 16 hours	208.00	
Early Voting Clerk 3 @ 16 hours	528.00	
Other Incidentals	150.00	
<b>TOTAL</b>	<b>\$6331.00</b>	
Rio Vista ISD will pay	\$3,165.50	
City of Rio Vista will pay	\$3,165.50	

**JOINT ELECTION AGREEMENT  
FOR THE CITY OF RIO VISTA  
AND  
RIO VISTA INDEPENDENT SCHOOL DISTRICT  
January 28, 2021**

THIS AGREEMENT is made and entered into this 28<sup>th</sup> day of January, 2021, by and between the CITY OF RIO VISTA, acting by and through the CITY OF RIO VISTA ELECTION OFFICER (hereinafter referred to as "CITY") and the RIO VISTA INDEPENDENT SCHOOL DISTRICT acting by and through its designee (hereinafter referred to as "ENTITY").

WHEREAS, the City of Rio Vista will conduct a General Election and the Rio Vista Independent School District will conduct a Board of Trustee Election annually for the Rio Vista Independent School District voters; and

WHEREAS, the Rio Vista Independent School District has determined that the City of Rio Vista designated polling places located within the boundary of the election precinct adequately and conveniently serves the City of Rio Vista voters and will facilitate the orderly conduct of the election within the City of Rio Vista and the boundaries of Rio Vista Independent School District; and

WHEREAS, the Rio Vista Independent School District desires to select the City of Rio Vista Elections Administrator to conduct and coordinate this Joint Election for the City of Rio Vista voters and the Rio Vista Independent School District voters; NOW THEREFORE,

FOR AND IN CONSIDERATION of the mutual project referenced herein, the parties hereto agree to hold annual elections jointly as prescribed by Texas Statutes, from 7:00 a.m. to 7:00 p.m., in accordance with Section 271.002, Texas Election Code, and that said election be conducted jointly pursuant to the terms of this Agreement.

**I. AGREEMENT**

**GENERAL TERMS:**

- 1.01 On Saturday, annually prescribe by Texas Election Codes, the election shall be held from 7:00 a.m. until 7:00 p.m. that prescribed day.
- 1.02 Each political subdivision participating in the election shall have and use each of their own election officials, supplies, ballots, and voting equipment.
- 1.03 Each of the political subdivisions participating in the annual election will bear the costs related to each of their respective elections.

1.04 Early voting will be conducted at each of the entity's respective early voting polling sites.

1.05 Each of the political subdivisions participating in the annual elections on will prepare their respective list of registered voters, publish notices of the date, time, and place of election, print ballots, tabulate count, serve as custodian of records, canvass election returns, and all other administrative work associated with the election in accordance with the Texas Election Code and this Agreement.

## **II. CITY OF RIO VISTA**

2.01 The City agrees to coordinate, supervise, and conduct the election at their polling place, The City of Rio Vista Civic Center, on Election Day, located at 201 State Highway 174 South, Rio Vista, Texas.

2.02 Prepare any election orders, resolutions, notices and other pertinent documents for adoption or execution by the appropriate officer; and take all actions required by law for calling the election, handling contest, canvassing the returns, and declaring the results of the election.

2.03 Appoint election officials for the City of Rio Vista election for early voting and Election Day.

2.04 In consideration for services and expenses bear the costs associated with the City of Rio Vista election.

## **III. EARLY VOTING**

3.01 Early Voting by Mail:

- a. The Rio Vista ISD Election Administrator and the City Elections Administrator shall receive the Early Voting ballot requests by mail at their respective early voting polling place.
- b. The City of Rio Vista early voting polling place will be located at 201 State Highway 174 South, Rio Vista, 76093.
- c. The Rio Vista Independent School District early voting polling place will be located at 100 East Capps Street, Rio Vista, Texas.

3.02 Early Voting by Personal Appearance

- a. Early voting by personal appearance shall be conducted at the City of Rio Vista and the Rio Vista I.S.D. Administrative Office for each of the respective elections.
- b. The City of Rio Vista early voting polling place will be located at 201 State Highway 174 South, Rio Vista, Texas.
- c. The Rio Vista Independent School District early voting polling place will be located at 100 East Capps Street, Rio Vista, Texas.

#### IV. RIO VISTA INDEPENDENT SCHOOL DISTRICT

- 4.01 Appoint election officials for the Rio Vista Independent School for early voting and election day.
- 4.02 Prepare any election orders, resolutions, notices and other pertinent documents for adoption or execution by the appropriate officer; and take all actions required by law for calling the election, handling contest, canvassing the returns, and declaring the results of the election.
- 4.03 Prepare and publish in the official newspaper all required election notices of the election.
- 4.04 Prepare all ballots in the proper content, form and spelling for their election.
- 4.05 Prepare and submit to the U.S. Department of Justice, under Section 5 of the Voting Rights Act of 1965, the required submission on voting changes with respect to the election.
- 4.06 Canvass the official results between the 3<sup>rd</sup> and 11<sup>th</sup> day following the election.
- 4.07 In consideration for services and expenses bear the costs associated with the Rio Vista I.S.D. election.

#### V. CANCELLED ELECTION CLAUSE

- 5.01 The City of Rio Vista will notify at the earliest possible date the Rio Vista Independent School District election officials if the City of Rio Vista does not have an election because of the need for the City election to be cancelled is necessary and the Rio Vista Independent School District will hold the election at the Rio Vista Independent School District Administration Offices located at 100 East Capps Street, Rio Vista, Texas.
- 5.02 The Rio Vista Independent School District will notify at the earliest possible date the City of Rio Vista election officials if the Rio Vista Independent School District does not have an election because the need for the election to be cancelled is necessary and The City of Rio Vista will hold the election at the City of Rio Vista Civic Center located at 201 State Highway 174 South, Rio Vista, Texas.
- 5.03 The Rio Vista Independent School District and the City of Rio Vista will bear the costs related to each of their elections if a single entity must hold an election.

ACCEPTANCE:

IN WITNESS WHEREOF, the above Resolution and Agreement was adopted at the meeting of City Council of the City of Rio Vista on the 9<sup>th</sup>

day of February, 2021

\_\_\_\_\_ Ayes

\_\_\_\_\_ Noes

\_\_\_\_\_ Absent

On behalf of the City of Rio Vista, we hereby accept the terms of the Agreement contained in this Resolution. Signed this 9th day January, 2021

\_\_\_\_\_  
Tim Dalan

Mayor, City of Rio Vista  
Rio Vista, Texas 76093

\_\_\_\_\_  
Denise Nix

Secretary, City of Rio Vista  
Rio Vista, Texas 76093

IN WITNESS WHEREOF, the above Resolution and Agreement was adopted at the meeting of Board of Trustees of the Rio Vista Independent School District on the 28<sup>th</sup> day of January, 2021

\_\_\_\_\_ Ayes

\_\_\_\_\_ Noes

\_\_\_\_\_ Absent

On behalf of Rio Vista Independent School, we hereby accept the terms of the Agreement contained in this Resolution

Signed this 28th day of January, 2021

\_\_\_\_\_  
Chris Pinyan

President, Board of Trustees  
Rio Vista Independent School District

Attested: \_\_\_\_\_

Matt Gilbert

Secretary, Board of Trustees  
Rio Vista Independent School District

# **RIO VISTA ISD May 1, 2021 General Election**

## **Cost of Service for the General Election May 1, 2021**

The Rio Vista ISD shall pay for services, supplies, and equipment in accordance with the following estimated cost schedule.

**Rio Vista ISD Precinct Locations: Johnson County 6, 9, 15, 16, 23, 27**

**Hill County: 20, 27**

### **1. Voting Equipment**

<b>Rental E S &amp; S Auto-Mark for HAVA</b>	<b>\$ 350.00</b>
<b>Programming Charges/ Coding/Media</b>	<b>\$ 1,100.00</b>
<b>Ballot Layout</b>	<b>\$ 200.00</b>
<b>Printing Ballots/Layout/English/Spanish Coding/Shipping</b>	<b>\$ 300.00</b>
<b>Flash Card</b>	<b>\$ 100.00</b>

### **2. Estimated Early Voting Costs**

<b>Judge's Early Voting Kit</b>	<b>\$ 50.00</b>
<b>Ballots by Mail RIS</b>	<b>\$ 100.00</b>

### **3. Estimated Election Day Costs**

<b>Judge's Election Day Kit</b>	<b>\$ 50.00</b>
<b>Election Day Judge</b>	<b>\$ 250.00</b>
<b>Election Day Clerks</b>	<b>\$ 600.00</b>
<b>Other Incidentals</b>	<b>\$ 100.00</b>

**TOTAL COST..... \$ 3,200.00**



July 2020							<h1 style="text-align: center;">Rio Vista ISD</h1> <h2 style="text-align: center;">2020-2021</h2>							January 2021						
S	M	T	W	T	F	S								S	M	T	W	T	F	S
			1	2	3	4	<b>Professional Development / Work Days</b> *August 3-4 (New Employees only)* August 5 - 18 *August 17 - 18 (Eagle Camp Days)* December 11 June 1											1	2	
5	6	7	8	9	10	11								3	4	5	6	7	8	9
12	13	14	15	16	17	18								10		12	13	14	15	16
19	20	21	22	23	24	25								17	18	19	20	21	22	23
26	27	28	29	30	31									24	25	26	27	28	29	30
<b>August 2020</b>							<b>February 2021</b>													
S	M	T	W	T	F	S	S	M	T	W	T	F	S							
						1		1	2	3	4	5	6							
2	3	4	5	6	7	8	7	8	9	10	11	12	13							
9	10	11	12	13	14	15	14	15	16	17	18	19	20							
16	17	18	19	20	21	22	21	22	23	24	25	26	27							
23	24	25	26	27	28	29	28													
30	31						<b>March 2021</b>													
<b>September 2020</b>							<b>April 2021</b>													
S	M	T	W	T	F	S	S	M	T	W	T	F	S							
		1	2	3	4	5		1	2	3	4	5	6							
6	7	8	9	10	11	12	7	8	9	10	11	12	13							
13	14	15	16	17	18	19	14	15	16	17	18	19	20							
20	21	22	23	24	25	26	21	22	23	24	25	26	27							
27	28	29	30				28	29	30	31										
<b>October 2020</b>							<b>May 2021</b>													
S	M	T	W	T	F	S	S	M	T	W	T	F	S							
				1	2	3					1	2	3							
4	5	6	7	8	9	10	4	5	6	7	8	9	10							
11	12	13	14	15	16	17	11	12	13	14	15	16	17							
18	19	20	21	22	23	24	18	19	20	21	22	23	24							
25	26	27	28	29	30	31	25	26	27	28	29	30								
<b>November 2020</b>							<b>June 2021</b>													
S	M	T	W	T	F	S	S	M	T	W	T	F	S							
1	2	3	4	5	6	7							1							
8	9	10	11	12	13	14	2	3	4	5	6	7	8							
15	16	17	18	19	20	21	9	10	11	12	13	14	15							
22	23	24	25	26	27	28	16	17	18	19	20	21	22							
29	30						23	24	25	26	27	28	29							
<b>December 2020</b>							<b>July 2021</b>													
S	M	T	W	T	F	S	S	M	T	W	T	F	S							
		1	2	3	4	5			1	2	3	4	5							
6	7	8	9	10	11	12	6	7	8	9	10	11	12							
13	14	15	16	17	18	19	13	14	15	16	17	18	19							
20	21	22	23	24	25	26	20	21	22	23	24	25	26							
27	28	29	30	31			<b>State Assessments</b>													
December 8 - 11 (HS Fall EOC) April 6 - 9 (All Level STAAR/EOC) May 4-7 & 11-14 (All Level STAAR/EOC) June 22 - 25 (Summer STAAR/EOC) <small><a href="https://tea.texas.gov/student-assessment/testing/student-assessment-overview/testing-calendars">https://tea.texas.gov/student-assessment/testing/student-assessment-overview/testing-calendars</a></small>							8/19 - 10/9 (37 Days)   10/12 - 12/22 (48 Days)													
<b>Grading Periods</b>																				

	1/7 - 3/12 (45 Days)	3/22 - 5/28 (49 Days)	27	28	29	30	
<b>PK - KG - Full Instructional Day: 7:45am - 3:15pm = 450 Minutes</b> <b>1st - 4th grade - Full Instructional Day: 8:00am - 3:30pm = 450 Minutes</b> <b>5th - 12th grade - Full Instructional Day: 8:10am - 3:40pm = 450 Minutes</b>							
<b>PK - KG - Half Instructional Day: 7:45am - 11:55am = 250 Minutes</b> <b>1st - 4th grade - Half Instructional Day: 8:00am - 12:10pm = 250 Minutes</b> <b>5th - 12th grade - Half Instructional Day: 8:10am - 12:20pm = 250 Minutes</b>							
Full Days: 172 * 450 = 77,400    Half Days: 9 * 250 = 2,250    Total = 181 Days (79,650 Minutes)    (Requirement 75,600 minutes)							
<div style="border: 1px solid red; padding: 2px; display: inline-block;">September 25 - End of First Six Weeks for UIL Eligibility</div>							

***Proposed on 1/28/2021***

Month	Full Days	Half Days	
August	7	2	
September	19	2	
October	22	0	
November	17	1	
December	15	0	
January	15	0	
February	20	0	
March	17	1	
April	21	1	
May	19	1	
			Total # of Days
Number of Days	172	8	180
Full Day Minutes	77,400		
Half Day Minutes	2,000		
Total Minutes	79,400		
Excess Minutes	3,800		

Day	Professional Development Plan
January 7th	Teacher Leaders will work with teachers to vertically Identify High Priority TEKS
January 8th	Teacher Leaders will work with teachers to calibrate unit assessments for the remainder of the year and then enter them into DMAC
February 15th	1/2 day data disaggregation on campus based on high priority standards- 1/2 day teacher leaders meet with teachers to update high priority documents based off of morning data disaggregation
March 12th	1/2 day data disaggregation on campus based on high priority standards- 1/2 day teacher leaders meet with teachers to update high priority documents based off of morning data disaggregation
April 16th	1/2 day data disaggregation on campus based on high priority standards- 1/2 day teacher leaders meet with teachers to update high priority documents based off of morning data disaggregation
May 21st	1/2 day data disaggregation on campus based on high priority standards- 1/2 day teacher leaders meet with teachers to update high priority documents based off of morning data disaggregation

July 2020							Rio Vista ISD 2020-2021							January 2021							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4							1	2	3	4	5	6	7	8	9
5	6	7	8	9	10	11	<b>Professional Development Days</b>							10	11	12	13	14	15	16	
12	13	14	15	16	17	18	*August 3-4 (New Employees only)*							17	18	19	20	21	22	23	
19	20	21	22	23	24	25	August 5 - 11							24	25	26	27	28	29	30	
26	27	28	29	30	31		*August 10 (Meet the Teacher Night)*							31							
August 2020							January 2021							February 2021							
S	M	T	W	T	F	S	January 6							S	M	T	W	T	F	S	
						1	June 1							1	2	3	4	5	6		
2	3	4	5	6	7	8	<b>Bad Weather Days</b>							7	8	9	10	11	12	13	
9	10	11	12	13	14	15	June 2 - 3							14	15	16	17	18	19	20	
16	17	18	19	20	21	22	<b>Early Release Days</b>							21	22	23	24	25	26	27	
23	24	25	26	27	28	29	September 4							28							
30	31						November 20														
September 2020							* December 18							March 2021							
S	M	T	W	T	F	S	February 12							S	M	T	W	T	F	S	
			1	2	3	4	5	April 1							1	2	3	4	5	6	
6	7	8	9	10	11	12	* May 28							7	8	9	10	11	12	13	
13	14	15	16	17	18	19	* Denotes early release date AND end of grading period.							14	15	16	17	18	19	20	
20	21	22	23	24	25	26	<b>School Traditional Holidays</b>							21	22	23	24	25	26	27	
27	28	29	30				Labor Day September 7							28	29	30	31				
October 2020							October 12							April 2021							
S	M	T	W	T	F	S	Columbus Day							S	M	T	W	T	F	S	
				1	2	3	Thanksgiving Nov. 23 - 27							1	2	3	4	5	6		
4	5	6	7	8	9	10	Christmas Break Dec. 21 - Jan. 5							7	8	9	10	11	12	13	
11	12	13	14	15	16	17	MLK Day January 18							14	15	16	17	18	19	20	
18	19	20	21	22	23	24	Presidents Day February 15							21	22	23	24	25	26	27	
25	26	27	28	29	30	31	Spring Break Mar. 15 - 19							28	29	30					
November 2020							April 2							May 2021							
S	M	T	W	T	F	S	Good Friday							S	M	T	W	T	F	S	
1	2	3	4	5	6	7	Memorial Day May 31							1	2	3	4	5	6		
8	9	10	11	12	13	14	Independence Day July 4							7	8	9	10	11	12	13	
15	16	17	18	19	20	21	<b>State Assessments</b>							14	15	16	17	18	19	20	
22	23	24	25	26	27	28	December 8 - 11 (HS Fall EOC)							21	22	23	24	25	26	27	
29	30						April 6 - 9 (All Level STAAR/EOC)							28	29	30	31				
December 2020							May 4-7 & 11-14 (All Level STAAR/EOC)							June 2021							
S	M	T	W	T	F	S	June 22 - 25 (Summer STAAR/EOC)							S	M	T	W	T	F	S	
						1	<a href="https://tea.texas.gov/student-assessment/testing/student-assessment-overview/testing-calendar">https://tea.texas.gov/student-assessment/testing/student-assessment-overview/testing-calendar</a>							1	2	3	4	5	6		
6	7	8	9	10	11	12	<b>Grading Periods</b>							7	8	9	10	11	12	13	
13	14	15	16	17	18	19	August 12 to October 9 (42 Days)							14	15	16	17	18	19	20	
20	21	22	23	24	25	26	October 13 to December 18 (44 Days)							21	22	23	24	25	26	27	
27	28	29	30	31			January 7 to March 12 (45 Days)							28	29	30					
							March 22 to May 28 (49 Days)														
							August 12 to May 28 (180 Days)														
							PK - 4th grade - Full Instructional Day: 8:10am - 3:30pm = 440 Minutes														
							5th - 12th grade - Full Instructional Day: 8:20am - 3:40pm = 440 Minutes														
							PK - 4th grade - Half Instructional Day: 8:10am - 12:20pm = 250 Minutes														
							5th - 12th grade - Half Instructional Day: 8:20am - 12:30pm = 250 Minutes														
							Full Days: 174 * 440 = 76,560 Half Days: 6 * 250 = 1,500 Total = 78,060 (Requirement 75,600 minutes)														
September 18 - End of First Six Weeks for UIL Eligibility							S.A.F.E. Fund Golf Tournament - July 31														

Adopted 7/2/2020

No ETA on HS chromebooks. They are currently on back order. 660 chromebooks throughout the district.
Teacher laptops and admin surfaces should arrive by Monday (7/27/2020).
Chuck needs to meet with admin in order to determine the height of active panel hanging height. The company is going to begin installing panels on Tuesday (7/28/2020) at 4:00pm.
<a href="https://dshs.texas.gov/coronavirus">dshs.texas.gov/coronavirus</a>

June 2021							Rio Vista ISD Summer 2021																				
S	M	T	W	T	F	S	<b>Professional Development / Work Days</b> <b>All Staff / Last Day of School</b> June 1							S	M	T	W	T	F	S							
		1	2	3	4	5								<b>New Staff to RVISD</b> August 2nd & 3rd <b>All Staff Return to School</b> Aug 9th - Aug 17th													
6	7	8	9	10	11	12																					
13	14	15	16	17	18	19																					
20	21	22	23	24	25	26																					
27	28	29	30																								
July 2021							<b>After School Program Start Date</b> August 23rd																				
S	M	T	W	T	F	S	<b>Administrative Staff Holidays</b> <b>Shortened Work Week</b> June 11th, 18th, 25th & July 2nd <b>Summer Holiday</b> July 5th - 16th							S	M	T	W	T	F	S							
				1	2	3																					
4	5	6	7	8	9	10																					
11	12	13	14	15	16	17																					
18	19	20	21	22	23	24																					
25	26	27	28	29	30	31																					
August 2021							<b>Summer School Holidays</b> <b>Summer School</b> June 11th, June 18th & June 25th  <b>Boot Camp</b> July 23rd, July 30th																				
S	M	T	W	T	F	S	<b>State Assessments</b> June 22 - 25 (Summer STAAR/EOC)							S	M	T	W	T	F	S							
1	2	3	4	5	6	7																					
8	9	10	11	12	13	14																					
15	16	17	18	19	20	21																					
22	23	24	25	26	27	28																					
29	30	31																									
S	M	T	W	T	F	S	<b>Grading Periods</b> June 7/21 - July 1/21 (Summer School 4 Day Week)							S	M	T	W	T	F	S							

<https://tea.texas.gov/student-assessment/testing/student-assessment-overview/testing-calendars>

	July 19/21 - Aug 5/21 (Boot Camp <b>4 Day Week</b> )	
	Aug 18/21 (Student's First Day to Return)	
<b>PK - KG - Full Instructional Day: 7:45am - 3:15pm = 450 Minutes</b> <b>1st - 4th grade - Full Instructional Day: 8:00am - 3:30pm = 450 Minutes</b> <b>5th - 12th grade - Full Instructional Day: 8:10am - 3:40pm = 450 Minutes</b>		
<b>PK - KG - Half Instructional Day: 7:45am - 11:55am = 250 Minutes</b> <b>1st - 4th grade - Half Instructional Day: 8:00am - 12:10pm = 250 Minutes</b> <b>5th - 12th grade - Half Instructional Day: 8:10am - 12:20pm = 250 Minutes</b>		
Full Days: 172 * 450 = 77,400    Half Days: 9 * 250 = 2,250    Total = 181 Days (79,650 Minutes)    (Requirement 75,600 minutes)		
<div style="border: 2px solid red; padding: 5px; display: inline-block;">September 25 - End of First Six Weeks for UIL Eligibility</div>		

***Proposed on 1/14/2020***

Mondays				Tuesdays					
Events / Activities	Time Schedule			Events / Activities	Time Schedule				
Duty Staff Arrival / Dismissal	7:20am - 3:30pm			Duty Staff Arrival / Dismissal	7:15am - 4:00pm				
Busses Arrive	7:40am			Regular Staff Arrival / Dismissal	7:45am - 4:00pm				
Regular Staff Arrival / Dismissal	7:45am - 3:30pm								
Eagle Time	8:00am - 12:00pm								
Student Lunch	12:00pm - 12:30pm								
Busses Run	12:30pm - 12:35pm								
Teacher Lunch	12:30pm - 1:00pm								
Afternoon Activities *	1:00pm - 3:30pm								
<i>* Afternoon activities are variable.</i>									
Wednesdays		Thursdays		Fridays					
Events / Activities	Time Schedule	Events / Activities	Time Schedule	Events / Activities	Time Schedule				
Duty Staff Arrival / Dismissal	7:15am - 4:00pm	Duty Staff Arrival / Dismissal	7:15am - 4:00pm	Duty Staff Arrival / Dismissal	7:15am - 4:00pm				
Regular Staff Arrival / Dismissal	7:45am - 4:00pm	Regular Staff Arrival / Dismissal	7:45am - 4:00pm	Regular Staff Arrival / Dismissal	7:45am - 4:00pm				

Middle school sports that occur on Mondays. How will athletes be handled on Mondays? Will they be expected to stay at the school after Eagle time? Can they leave and/or come to the school at a later time?  
 NOTE: Junior High and High School athletics cannot occur during the 1:00pm - 3:30pm time on Mondays due to the fact that this time will be used for various teacher support things.  
 Get with transportation about making sure that buses do not arrive before 7:20am on any day of the week.  
 Could buses not arrive at 7:30am - 7:45am since we are starting school later than we used to?

# Explanatory Notes

## TASB Localized Policy Manual Update 116

### Rio Vista ISD

#### ATTN(NOTE)

#### GENERAL INFORMATION ABOUT THIS UPDATE

**New! Local Policy Overview for Update 116:** The newly redesigned publication *Local Policy Overview* is available in the myTASB Policy Service Resource Library. *Local Policy Overview* is presented in both video and written document formats and replaces *Vantage Points*, previously provided on yellow paper in mailed update packets and available online.

Like *Vantage Points*, the *Local Policy Overview* provides a general, high-level overview of the changes to the (LOCAL) policies included in TASB updates. This resource has been redesigned to better present the information and to meet accessibility standards for individuals with visual impairments. Both the video and written formats of the *Local Policy Overview* are available on myTASB in [Policy Manual Update Re-sources](#). From there, you may forward them electronically or print the written document for distribution to staff and board members.

**(LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.**

#### A25(INDEX)

#### CROSS-INDEX

The cross-index has been updated to reflect new terms and revisions to content and coding in the policy manual.

#### AIA(LEGAL)

#### ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Revisions from Administrative Code rules incorporate details previously included in the [Local Accountability Systems Guide](#). The *Guide* is no longer adopted by reference in the Administrative Code but is available online.

#### AIB(LEGAL)

#### ACCOUNTABILITY: PERFORMANCE REPORTING

We have added revised Administrative Code rules addressing Results Driven Accountability, a framework to evaluate district performance in regard to certain populations of students in select program areas.

#### AIC(LEGAL)

#### ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Provisions regarding Monitoring Reviews and On-Site Investigations have been revised to better reflect statute.

#### BE(LEGAL)

#### BOARD MEETINGS

Provisions at Persons with Hearing Impairments have been revised to better reflect statute.

#### BJCB(LEGAL)

#### SUPERINTENDENT: PROFESSIONAL DEVELOPMENT

Details from revised Administrative Code rules have been added to the provision requiring superintendents to receive training on identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children.

#### C(LEGAL)

#### BUSINESS AND SUPPORT SERVICES

The title of CX has been revised to Contracts for Facilities to better reflect the content.

#### CBB(LEGAL)

#### STATE AND FEDERAL REVENUE SOURCES: FEDERAL

Extensive revisions to this legally referenced policy are based on Office of Management and Budget (OMB) amendments to federal regulations addressing awards and grants.

# Explanatory Notes

## TASB Localized Policy Manual Update 116

### **Rio Vista ISD**

#### **CCG(LLEGAL)**

#### **LOCAL REVENUE SOURCES: AD VALOREM TAXES**

Provisions, effective January 1, 2021, from Senate Bill 2, 86th Legislative Session, have been added and address:

- Use and submission of the comptroller's tax rate calculation forms to calculate the no-new-revenue and voter-approval tax rates; and
- Taxpayer injunctions restraining the collection of taxes and prohibiting a district from adopting a tax rate if certain requirements are not met.

Guidance from the Texas Tax Code on calculating the voter approval tax rate has also been added.

#### **CE(LLEGAL)**

#### **ANNUAL OPERATING BUDGET**

We have added a provision requiring the board to attach the forms used to calculate the no-new-revenue and voter-approval tax rates as an appendix to the district's budget. The provision is effective January 1, 2021, and is from Senate Bill 2, 86th Legislative Session.

#### **CFC(LLEGAL)**

#### **ACCOUNTING: AUDITS**

Revised Administrative Code rules clarify that the district's independent auditor must be associated with a certified public accountancy firm licensed by the Texas State Board of Public Accountancy or a state licensing agency from another state.

#### **CKB(LLEGAL)**

#### **SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS**

New Administrative Code rules on mandatory school drills have been added.

#### **CO(LLEGAL)**

#### **FOOD AND NUTRITION MANAGEMENT**

We have updated web links in this legally referenced policy.

#### **COA(LLEGAL)**

#### **FOOD AND NUTRITION MANAGEMENT: PROCUREMENT**

We have updated web links in this legally referenced policy.

#### **COB(LLEGAL)**

#### **FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS**

We have updated web links in this legally referenced policy.

#### **CQA(LLEGAL)**

#### **TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES**

A new required internet posting has been added from revised Administrative Code rules. A district with a local accountability system must post on the district's website an explanation of the methodology used to assign local campus accountability performance ratings.

#### **CQB(LOCAL)**

#### **TECHNOLOGY RESOURCES: CYBERSECURITY**

To ease compliance with state law provisions requiring the board to select a cybersecurity training program and verify and report cybersecurity training by district employees, recommended revisions to this policy provide for the board to delegate these responsibilities to the superintendent.

# Explanatory Notes

## TASB Localized Policy Manual Update 116

### Rio Vista ISD

#### **CX(LLEGAL)                      CONTRACTS FOR FACILITIES**

The title to this legally referenced policy has been changed to Contracts for Facilities, and the text has been revised to better reflect statute.

#### **DAA(LLEGAL)                      EMPLOYMENT OBJECTIVES: EQUAL EMPLOYMENT OPPORTUNITY**

This legally referenced policy has been significantly reorganized to focus on discrimination in hiring and discharging employees. Some details on disability discrimination have been moved to DIA, addressing discrimination, harassment, and retaliation in other aspects of employment.

For clarification a Note has been added to indicate that Title VII, the Americans with Disabilities Act, and the Genetic Information Nondiscrimination Act only apply to employers with 15 or more employees as described in the Note.

#### **DBA(LLEGAL)                      EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CREDENTIALS AND RECORDS**

This legally referenced policy has been updated to clarify that holders of intern or probationary certificates may be employed on an emergency permit under certain circumstances.

#### **DCD(LOCAL)                      EMPLOYMENT PRACTICES: AT-WILL EMPLOYMENT**

Recommended revisions clarify that an at-will employee's appeal of dismissal would follow the district's employee grievance policy and not begin with the board.

The *Legal Issues in Update 116* memo describes common legal concerns and best practices specific to [this policy topic](#).

#### **DEAA(LLEGAL)                      COMPENSATION PLAN: INCENTIVES AND STIPENDS**

References have been added to new Administrative Code rules on optional local teacher designation systems and mentor teacher training programs.

#### **DH(EXHIBIT)                      EMPLOYEE STANDARDS OF CONDUCT**

The Educators' Code of Ethics has been updated to reflect current Administrative Code rules.

#### **DIA(LLEGAL)                      EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

This legally referenced policy has been significantly reorganized to focus on the prohibition against discrimination, harassment, and retaliation with respect to compensation, terms, conditions, or privileges of employment.

For clarification a Note has been added to indicate that Title VII, the Americans with Disabilities Act, and the Genetic Information Nondiscrimination Act only apply to employers with 15 or more employees as described in the Note.

#### **DP(LLEGAL)                      PERSONNEL POSITIONS**

Revised Administrative Code rules implement House Bill 1501 from the 86th Legislative Session, which created the Texas Behavioral Health Executive Council to regulate psychological services in public schools, including services provided by a licensed specialist in school psychology.

# Explanatory Notes

## TASB Localized Policy Manual Update 116

### Rio Vista ISD

#### **EHAC(LEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (SECONDARY)**

Revisions from amended Administrative Code rules align the required secondary curriculum with changes to the technology applications and CTE TEKS and legislation from the 86th Legislative Session.

In addition, provisions on personal financial literacy were moved within the policy for clarity.

#### **EHBC(LEGAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES**

From amended Administrative Code rules, we have added provisions explaining:

- How educationally disadvantaged students are defined for the compensatory education allotment and the methods a district may use to verify eligibility; and
- The approval process a district must use to claim students receiving a full-time virtual education through TXVSN in their counts of educationally disadvantaged students.

#### **EIF(LEGAL) ACADEMIC ACHIEVEMENT: GRADUATION**

We have added a new Administrative Code rule addressing the option for an elementary school student to complete a course in American Sign Language to satisfy one of the required graduation credits for languages other than English.

#### **EKB(LEGAL) TESTING PROGRAMS: STATE ASSESSMENT**

Amended Administrative Code rules require a student in grades 3 through 8 who is enrolled in an accelerated course and who will complete the high school end-of-course assessment for the content area prior to high school to take the ACT or SAT in high school.

Revisions at Accountability Testing are to better match statutory wording.

#### **EKBA(LEGAL) STATE ASSESSMENT: ENGLISH LANGUAGE LEARNERS/LEP STUDENTS**

Revised Administrative Code rules address the administration of the alternate English language proficiency assessment for students with the most significant cognitive disabilities and amend terminology in some places from *English language learner* to *English learner*.

#### **FDD(LEGAL) ADMISSIONS: MILITARY DEPENDENTS**

Under new Administrative Code rules, a campus may qualify to earn a Purple Star Designation if the campus meets criteria demonstrating supports and resources for its military-connected students.

#### **FFAC(LOCAL) WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

Policy Service recommends several revisions to this local policy on student medical treatment to reflect current guidance from the Texas Department of State Health Services (DSHS) and common district practices.

- Administrative details on student illness and accidents are recommended for removal.
- Provisions on administering medication provided by parents direct the superintendent to designate the employees authorized to administer medication and refer to administrative regulations for detailed requirements.
- In accordance with DSHS guidance, the policy now reflects that the district shall not purchase non-prescription medication to administer to students. **Contact the district's policy consultant if the**

# Explanatory Notes

## TASB Localized Policy Manual Update 116

### Rio Vista ISD

**district purchases or provides any medication for students, including providing nonprescription medication in the district's athletic program, unassigned epinephrine auto-injectors, or unassigned prescription asthma medication.**

- Medical treatment provisions have been updated to clarify who may complete medical treatment authorization forms and reflect that the district shall seek appropriate emergency care for a student as required or deemed necessary. This new text is recommended to replace previous text that covered emergency treatment forms.

See FFAC in the [TASB Regulations Resource Manual](#) for updated procedures and forms.

The *Legal Issues in Update 116* memo describes common legal concerns and best practices specific to [this policy topic](#).

### **FFEB(LLEGAL) COUNSELING AND MENTAL HEALTH: MENTAL HEALTH**

Revised Administrative Code rules adopted by the Texas Behavioral Health Executive Council address consent regarding school psychological services provided by a licensed specialist in school psychology.

### **FFG(LLEGAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT**

Revisions at SBEC Disciplinary Action are from amended Administrative Code rules. We have also added a Note connecting the general child abuse and neglect investigation provisions in this legally referenced policy with the more specific provisions at GRA(LLEGAL) addressing investigations of abuse and neglect at school.

### **FFH(LLEGAL) STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

A revision clarifies that the notification of nondiscrimination required by Title IX does not need to state that it extends to admission.

### **FL(LLEGAL) STUDENT RECORDS**

Revisions have been made to reorganize the provisions for better flow and to better match statutory text. Provisions on flagging records of missing children and notifying law enforcement of subsequent requests for those records have been moved to GRAA(LLEGAL). Provisions regarding student information a district receives from law enforcement have been removed, as these provisions are duplicated at GRAA(LLEGAL).

### **GKA(LLOCAL) COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This change aligns with changes made at Update 115 to the grievance policies at FNG and GF.

The *Legal Issues in Update 116* memo describes common legal concerns and best practices specific to [this policy topic](#).

### **GNC(LLEGAL) RELATIONS WITH EDUCATIONAL ENTITIES: COLLEGES AND UNIVERSITIES**

Details on contracting with an institution of higher education for design or construction of instructional or athletic facilities have been removed, as this information is located in CX(LLEGAL).

Explanatory Notes  
TASB Localized Policy Manual Update 116

**Rio Vista ISD**

**GRA(LLEGAL)**

**RELATIONS WITH GOVERNMENTAL ENTITIES: STATE AND LOCAL  
GOVERNMENTAL AUTHORITIES**

New Administrative Code rules implement the Child Abuse and Treatment Act, resulting in extensive revisions to this legally referenced policy addressing Department of Family and Protective Services investigations of abuse and neglect at school.

**GRAA(LLEGAL)**

**STATE AND LOCAL GOVERNMENTAL AUTHORITIES: LAW  
ENFORCEMENT AGENCIES**

Provisions on flagging records of missing children and notifying law enforcement of subsequent requests for those records have been moved to this code from FL(LLEGAL).



## (LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

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

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

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

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

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

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

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law report to TEA breaches of system security.

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

1. Determine ~~Each District employee and Board member shall annually complete~~ the cybersecurity training program ~~to be annually completed~~ ~~designated~~ by each employee and Board member; and
2. Verify ~~the District. The District shall verify~~ and report compliance with staff training requirements ~~in accordance with guidance from~~ the Department of Information Resources.

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

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

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

The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected, or confidential student information to TEA and parents in accordance with law.

EMPLOYMENT PRACTICES  
AT-WILL EMPLOYMENT

DCD  
(LOCAL)

Personnel not hired under a contract shall be employed on an at-will basis.

[For information regarding contractual employment, see DCA, DCB, DCC, and DCE, as appropriate]

**Dismissal**

At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the District. At-will employees who are dismissed shall receive pay through the end of the last day worked.

Appeal of  
Employment  
Actions to Board

A dismissed employee may ~~request to be heard by the dismissal~~ ~~Board~~ appeal in accordance with DGBA(LOCAL).

<b>Student Illness</b>	<del>Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.</del>
<b>Accidents Involving Students</b>	<del>Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.</del>
<b>Emergency Treatment Forms</b>	<del>Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.</del>
<b>Purchasing Medication</b>	<del>The District shall not purchase nonprescription medication to administer to a student.</del>
<b>Administering Medication</b>	No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy provided below.
Medication Provided by Parent	The <del>Employees authorized by the</del> Superintendent shall designate the employees who are authorized to <del>or designee may</del> administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations <del>to students:</del> <ol style="list-style-type: none"><li>1. Prescription medication in accordance with legal requirements. <del>{See FFAC(LEGAL)}</del></li><li>2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container.</li><li>3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan <del>for</del> a student with disabilities.</li></ol>
<b>No Medication Provided by District</b>	The District shall not purchase medication to administer to a student.
<b>Psychotropics</b>	Except as permitted by law <del>Education Code 38.016</del> , an employee shall not: <ol style="list-style-type: none"><li>1. Recommend to a student or a parent that the student use a psychotropic drug;</li><li>2. Suggest a particular diagnosis; or</li><li>1. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.</li></ol>

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

3. The District shall seek appropriate emergency care for a student as required or deemed necessary.

COMMUNITY RELATIONS  
CONDUCT ON SCHOOL PREMISES

GKA  
(LOCAL)

**Access to District  
Property**

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

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

**Ejection or  
Exclusion under  
Education Code  
37.105**

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

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

**Off-Campus  
Activities**

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

**Prohibitions**

Tobacco and  
E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes 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]

# Update 116 Local Policy Overview

December 11, 2020

## Introduction

Update 116 includes recommended (LOCAL) policy revisions concerning the dismissal appeal process for employees, cybersecurity training, student medical treatment, and community conduct on school premises.

While not covered in this publication, many of the (LEGAL) policies included in this update were affected by recent changes to Administrative Code rules or legislation from the 86th Legislative Session that will be effective as of January 1, 2021.

## TASB Numbered Update Reminders

You should also review your own district's customized Update 116 materials for your specific policy recommendations. Please remember that (LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.

## CQB: Technology Resources, Cybersecurity

Current state law requires the board to select a cybersecurity training program and to verify and report cybersecurity training completed by employees. To ease compliance with this law, the recommend revision delegates these responsibilities to the superintendent.

## DCD: Employment Practices, At-Will Employment

## DCE: Employment Practices, Other Types of Contracts

Most districts have adopted an employee complaint policy that can be found at DGBA(LOCAL). It establishes a process that an employee would follow before a complaint is heard by the board.

Both DCD(LOCAL) and DCE(LOCAL) reference DGBA under the sections that address appeals. The recommended revisions are intended to clarify that an at-will employee who is dismissed or a non-Chapter 21 contract employee whose contract is not reissued would follow the grievance process as outlined in policy DGBA, including proceeding through the relevant hearing levels before a complaint goes to the board.

## FFAC: Wellness and Health Services, Medical Treatment

Substantial revisions at policy FFAC(LOCAL) are recommended:

- To align the policy with current Texas Department of State Health Services (DSHS) guidance;
- To include only those board-level decisions that should be reflected in policy; and
- To remove provisions that are more appropriate in the district's administrative regulations.

Recommended for removal from this policy and inclusion in the district's regulations are administrative details concerning:

- How the district responds when a student becomes ill;
- What steps to take when a student is involved in an accident; and
- Requirements for administering medication provided by parents.

Some districts have policies that would permit the district to purchase nonprescription medication for use in the district athletic program. Special provisions are included in those districts' policies to address this practice.

In accordance with DSHS guidance, however, in most districts' policies the text now reflects that the district shall not otherwise purchase nonprescription medication to administer to students.

Districts also have the option to purchase unassigned, prescription epinephrine auto-injectors and unassigned, prescription asthma medications. If your district purchases epinephrine auto-injectors or asthma medication, state law requires board-adopted policy. Please contact your policy consultant if your district currently purchases these specific prescription medications or if your district purchases nonprescription medications not currently reflected in policy.

The provisions covering medical treatment have also been updated to clarify who may complete the medical treatment authorization form and to reflect that the district will seek appropriate emergency care for a student as required or deemed necessary.

### **GKA: Community Relations, Conduct on School Premises**

The recommended revision in this policy specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days unless the complaint is resolved before coming to the board.

### **Thank You!**

That covers the local policies in Update 116 for most districts. We hope you find this overview helpful. Should you have any questions or want further

clarification, please feel free to contact your assigned policy consultant at the [TASB Policy Service website](#).<sup>1</sup>

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<sup>1</sup> TASB Policy Service: <https://policy.tasb.org>

### **PROPOSED POLICY**

**Non-Chapter 21  
Contracts**

Non-Chapter 21 contracts shall be provided for positions included on the list approved by the Board. A non-Chapter 21 contract shall not be governed by Chapter 21 of the Education Code.

**Appeal of  
Employment Actions**

An employee may appeal discharge during the contract period in accordance with DCE(LEGAL).

An employee whose contract is not reissued at the end of the contract period may appeal in accordance with DGBA(LOCAL).