

# Agenda of Board Workshop/Regular Meeting

## The Board of Trustees Mineral Wells ISD

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A Board Workshop/Regular Meeting of the Board of Trustees of Mineral Wells ISD will be held Monday, July 12, 2021, beginning at 5:30 PM in the District Services Complex and via Videoconference.

**REGISTRATION FOR PUBLIC COMMENT:** Members of the public who desire to address the board regarding an item on this agenda must **CLICK HERE** to register for public comment. Registration will be accepted anytime between the time this agenda is posted online and up to 48 hours before the beginning of the board meeting.

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/Establish Quorum**
2. **Oath of Office for Elected Board Members**  
**Presenter:** Shelia Crabtree, Notary Public
  - A. Scott Elder - Place 2
3. **Board Workshop/Dinner - No Action Will Be Taken**
  - A. Planning for 2021-2022
4. **Closed Session - Texas Government Code 551.074 and 551.076**
  - A. Employment/Appointment/Reassignment/Evaluation/Compensation/Duties of Personnel
  - B. Renewal/Nonrenewal/Assignment/Reassignment/Probationary Status/Return to Probationary Status/Continuing Status of District Personnel
5. **Open Session - 7:00 p.m.**
6. **Public Comment**
7. **Prayer**
8. **Pledges - U.S./Texas Flags**

<b>9. Mission &amp; Vision Statements</b>	
<b>10. Public Comment</b>	
<b>11. President's Report</b>	
<b>Presenter:</b> Maria Jones, Board President	
A. Summer Leadership Institute Update	
B. Announce Delegate and Alternate for the 2022 TASA/TASB Annual Convention	3
<b>12. Superintendent's Report</b>	
<b>Presenter:</b> Dr. John Kuhn, Superintendent	
A. Ag Barn Update	
<b>Presenter:</b> James Bradford, Maintenance Director	
B. HR/Student Services Update	
<b>Presenter:</b> David Tarver, Assistant Superintendent	
C. Special Programs Update	4
<b>Presenter:</b> Natalie Griffin, Executive Director of Special Programs	
D. Curriculum and Instruction Update	
<b>Presenter:</b> Angie Myrick, Executive Director of Curriculum, Instruction, and Assessment	
<b>13. Consent Agenda Items</b>	
A. Monthly Financial Reports and Accounts Payable Listing	6
B. Water/Electricity/Gas Reports	21
C. Investment Report	23
D. Minutes of the June 14, 2021 Meeting of the Board and Minutes of the July 1, 2021 Special Meeting of the Board	25
E. PUBLIC HEARING Regarding Optional Flexible School Day Program	32
<b>Presenter:</b> David Tarver, Assistant Superintendent HR/Student Services	
F. Consider Application for Optional Flexible School Day Program	33
<b>Presenter:</b> David Tarver, Assistant Superintendent HR/Student Services	
G. Consider approval of Local District Update 117, affecting local policies, see attached list.	47
H. Consider Endorsement of Region 11 Candidate for TASB Board Position	67
<b>Presenter:</b> David Tarver, Assistant Superintendent	
<b>14. Information</b>	
A. Calendars for July and August	74
<b>15. Vote on Closed Session Items</b>	
<b>16. Adjournment</b>	



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

**AGENDA ITEM TYPE:**

- Regular Meeting
- Special Meeting

- Action Item
- Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

**Operational Goals**

- Academic Competitiveness
  - Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

- Promote Community/School Partnerships
- Fiscal Responsibility
- Safe and Secure Schools

**TITLE:**

Announce Delegate and Alternate for the 2022 TASA/TASB Annual Convention

**RECOMMENDED ACTION:**

This item is for information only.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

**OVERVIEW:**

The Assembly, held annually in conjunction with the TASA/TASB Convention, is the foundation of the Association’s governance structure and provides critical direction as the Association represents members’ interest before state and national policymakers.

The decisions made by the Assembly will set the course for TASB for the coming year.

The Delegate Assembly charts TASB’s future in three significant ways:

- Elects TASB’s leadership – officers and members of the TASB Board of Directors
- Amends TASB Bylaws to ensure a responsive and effective Association
- Formally adopts TASB’s Advocacy Agenda, the legislative “roadmap” for issues critical to public education for the foreseeable future

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** None

**DEPARTMENT(S) SUBMITTING FORM:** Superintendent

**DEPARTMENT SIGNATURE/APPROVAL:** Dr. John Kuhn



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**TITLE:** Special Programs Report, information only

**RECOMMENDED ACTION:** Information Only

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

**OVERVIEW:**

Special Programs Report and Updates on Federal Funds

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** Special Programs Report

**DEPARTMENT(S) SUBMITTING FORM:** Special Programs  
Natalie Griffin, Exec. Dir. Of Special

**DEPARTMENT SIGNATURE/APPROVAL:** Programs Dr. John Kuhn, Superintendent

Board Report (information item)

**2020-2023 ARP ESSER III Grant Allocation \$7,771,577**

American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief III (ESSER III)

- COVID-19 Needs Assessment & Prioritization of Needs
- Use of ARP ESSER III Funds Plan – planned expenditures of ARP ESSER III grant funds per the statutorily allowable activities and an estimated timeline of the planned expenditure
- LEA Return to In-Person Instruction and Continuity of Services (RIPICS) Plan

**2020-2022 CRRSA ESSER II Grant Allocation \$3,460,404**

The ESSER II grant program was authorized in the [Coronavirus Response and Relief Supplemental Appropriations \(CRRSA\)](#).

**2021-22 Every Student Succeeds Act (ESSA) Planning Amounts:**

- Title I, Part A – Improving Basic Programs - \$1,018,872
- Title II, Part A – Improving Teacher Quality - \$158,110
- Title III, Part A (Bilingual/ESL) – \$41,688
- Title IV, Part A – Student Support and Academic Achievement - \$75,003
- Perkins V (CTE) - \$47,783

Member of SSA (Shared Service Arrangement)

2021-22 Federal Funds novated to Region 11 fiscal agent for Title III (Immigrant) SSA:

Title III, Part A (Immigrant) – \$10,422



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**TITLE:**

Monthly Financial Reports and Accounts Payable Listing

**RECOMMENDED ACTION:**

It is recommended that the monthly Financial Reports and Accounts Payable Listing be approved as presented.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

**OVERVIEW:**

See attached information.

**FISCAL IMPACT:** Variable revenue and expenditures to District

**ATTACHMENTS:** Tax Receipt Report; Financial Statement; AP Listing

**DEPARTMENT(S) SUBMITTING FORM:** Business and Finance

**DEPARTMENT SIGNATURE/APPROVAL:** Paul Hearn, CFO Dr. John Kuhn, Superintendent

**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT  
CASH POSITION**

**FOR PERIOD ENDING MAY 31, 2021**

GENERAL FUND	\$ 9,517,441.94
FOOD SERVICE	\$ 3,989.12
SPECIAL REVENUE	\$ 1,472,910.11
INTEREST & SINKING	\$ 937,834.39
INSURANCE FUND	\$ 388,606.56
WORKERS' COMPENSATION	\$ 320.55
TRUST & AGENCY FUND	\$ 186,865.86
PAYROLL	<u>\$ (72,121.85)</u>
<b>TOTAL</b>	<b>\$ 12,435,846.68</b>
<u>Lone Star Investment</u>	
General Fund	\$ 7,143.21
Food Service Fund	\$ 3.85
Interest & Sinking	\$ 0.05
Insurance Fund	<u>\$ 93,180.28</u>
<b>TOTAL INVESTMENTS</b>	<b>\$ 100,327.39</b>

<u>Fnd</u>	<u>Fnd</u>	CASH <u>RECEIVED</u>	2020-2021 <u>Budget</u>	<u>Balance</u>
180	CO-CURRICULAR	105,699.89	148,782.00	43,082.11
199	GENERAL FUND	27,113,383.45	32,633,411.00	5,520,027.55
211	TITLE I, PART A	641,169.70	1,095,473.00	454,303.30
240	FOOD SERVICE	1,628,280.39	2,036,016.00	407,735.61
244	CARL PERKINS BASIC FORM. GRANT	28,526.23	54,994.00	26,467.77
255	TITLE II, PART A-SUP EFF INSTR	83,553.17	139,414.00	55,860.83
263	Title III, PART A-ELA	8,495.45	40,623.00	32,127.55
266	ESSER GRANT	119,580.16	0.00	-119,580.16
270	TITLE V,B,SP 2, RLIS	13,591.36	81,167.00	67,575.64
289	FEDERALLY FUNDED SPECIAL REV	33,112.70	83,220.00	50,107.30
313	IDEA-B FORMULA	660,545.57	1,152,601.00	492,055.43
314	IDEA-B PRESCHOOL	704.67	37,890.00	37,185.33
410	STATE TEXTBOOK FUND	42,941.26	0.00	-42,941.26
429	STATE FUNDED SPECIAL REVENUE	37,840.50	0.00	-37,840.50
437	SPECIAL EDUCATION	858,776.12	0.00	-858,776.12
455	SHARS-MEDICAID	629,438.95	0.00	-629,438.95
461	CAMPUS ACTIVITY FUND	18,325.47	0.00	-18,325.47
599	DEBT SERVICE	4,063,676.67	3,735,488.00	-328,188.67
753	INSURANCE FUND	380.16	0.00	-380.16
829	SCHOLARSHIP FUND	8,097.75	0.00	-8,097.75
<b>Grand Revenue Totals</b>		<b>36,096,119.62</b>	<b>41,239,079.00</b>	<b>5,142,959.38</b>

Number of Accounts: 98

\*\*\*\*\* End of report \*\*\*\*\*

<u>End</u>	<u>End</u>	<u>Expended</u>	<u>Encumbered</u>	<u>2020-2021 Budget</u>	<u>Balance</u>
180	CO-CURRICULAR	993,073.96	46,511.42	1,228,618.00	189,032.62
199	GENERAL FUND	23,926,777.06	175,168.95	31,553,575.00	7,451,628.99
211	TITLE I, PART A	812,368.12	0.00	1,095,473.00	283,104.88
240	FOOD SERVICE	1,557,025.00	0.00	2,036,016.00	478,991.00
244	CARL PERKINS BASIC FORM. GRANT	28,526.23	23,150.00	54,994.00	3,317.77
255	TITLE II, PART A-SUP EFF INSTR	99,733.89	0.00	139,414.00	39,680.11
263	Title III, PART A-ELA	10,973.57	0.00	40,623.00	29,649.43
266	ESSER GRANT	137,707.30	43,524.25	0.00	-181,231.55
270	TITLE V,B,SP 2, RLIS	16,488.75	108,143.03	81,167.00	-43,464.78
276	INSTRUCTIONAL CONTINUITY	0.00	4,908.36	0.00	-4,908.36
289	FEDERALLY FUNDED SPECIAL REV	39,190.35	0.00	83,220.00	44,029.65
313	IDEA-B FORMULA	889,136.58	630.93	1,152,601.00	262,833.49
314	IDEA-B PRESCHOOL	704.67	0.00	37,890.00	37,185.33
410	STATE TEXTBOOK FUND	42,467.62	495.27	0.00	-42,962.89
429	STATE FUNDED SPECIAL REVENUE	43,271.50	0.00	0.00	-43,271.50
437	SPECIAL EDUCATION	805,278.90	0.00	0.00	-805,278.90
455	SHARS-MEDICAID	163,448.97	0.00	0.00	-163,448.97
461	CAMPUS ACTIVITY FUND	19,409.34	468.71	0.00	-19,878.05
599	DEBT SERVICE	3,136,480.43	0.00	3,735,488.00	599,007.57
829	SCHOLARSHIP FUND	5,000.00	0.00	0.00	-5,000.00
<b>Grand Expense Totals</b>		<b>32,727,062.24</b>	<b>403,000.92</b>	<b>41,239,079.00</b>	<b>8,109,015.84</b>

Number of Accounts: 2022

\*\*\*\*\* End of report \*\*\*\*\*

										2020-2021	YTD	Encumbered	Unencumbered	
Fnd	T	Fn	Obj	Sb	Org	F	Pr	L	L2	Obj	BUDGET	EXPENDED	Amount	Balance
XXX	E	00	----	--	----	-	-	-	-	----	351,695.00	320,000.00	0.00	31,695.00
XXX	E	11	----	--	----	-	-	-	-	----	19,492,196.00	14,178,101.76	83,403.34	5,230,690.90
XXX	E	12	----	--	----	-	-	-	-	----	1,151,022.00	1,188,961.54	67,579.00	-105,518.54
XXX	E	13	----	--	----	-	-	-	-	----	301,071.00	202,847.88	4,777.12	93,446.00
XXX	E	21	----	--	----	-	-	-	-	----	108,694.00	108,510.03	2,200.27	-2,016.30
XXX	E	23	----	--	----	-	-	-	-	----	2,327,502.00	1,746,425.14	3,766.16	577,310.70
XXX	E	31	----	--	----	-	-	-	-	----	557,920.00	354,172.40	38.98	203,708.62
XXX	E	33	----	--	----	-	-	-	-	----	374,491.00	288,904.98	414.27	85,171.75
XXX	E	34	----	--	----	-	-	-	-	----	1,088,365.00	914,015.63	12,283.66	162,065.71
XXX	E	35	----	--	----	-	-	-	-	----	2,062,522.00	1,575,100.00	0.00	487,422.00
XXX	E	36	----	--	----	-	-	-	-	----	1,260,134.00	1,005,230.82	47,091.88	207,811.30
XXX	E	41	----	--	----	-	-	-	-	----	1,404,344.00	1,076,513.98	501.10	327,328.92
XXX	E	51	----	--	----	-	-	-	-	----	3,107,187.00	2,317,215.03	93.30	789,878.67
XXX	E	52	----	--	----	-	-	-	-	----	59,214.00	50,973.46	0.00	8,240.54
XXX	E	53	----	--	----	-	-	-	-	----	190,314.00	162,739.81	0.00	27,574.19
XXX	E	71	----	--	----	-	-	-	-	----	3,969,124.00	3,318,780.93	0.00	650,343.07
XXX	E	81	----	--	----	-	-	-	-	----	0.00	11,350.00	0.00	-11,350.00
XXX	E	93	----	--	----	-	-	-	-	----	645,401.00	645,401.00	0.00	0.00
XXX	E	97	----	--	----	-	-	-	-	----	102,501.00	167,521.40	0.00	-65,020.40
Grand Expense Totals											38,553,697.00	29,632,765.79	222,149.08	8,698,782.13

Number of Accounts: 1738

\*\*\*\*\* End of report \*\*\*\*\*

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
ANDERSON, MICHAEL	566981	TUNING	06/02/2021	92897	R	270.00
AWARDS & MORE ENGRAV	41978	AWARDS	06/02/2021	92898	R	198.00
BSN SPORTS INC.	303636051	SUPPLIES	06/02/2021	92899	R	514.25
CDW-G	D253740	iPad bag for technology	06/02/2021	92900	R	19.68
CLEMENTS, FREIDA	0531	SPED-May 2021	06/02/2021	92901	R	349.89
CRUSHA, MICHAEL	0401	BELTS	06/02/2021	92902	R	2,405.00
Edwards, Sonya	0531	SPED-May 2021	06/02/2021	92903	R	10.30
FOOD SERVICE	0518	SUPPLIES	06/02/2021	92904	R	96.21
Garza, Kimberly	0531	SPED-April & May 2021	06/02/2021	92905	R	63.17
GRADUATE SALES, INC	Multiple	Multiple Invoices	06/02/2021	92906	R	2,360.00
HARVEY, PEGGY	0601	REIMBURSE SUPPLIES	06/02/2021	92907	R	69.09
HEAVY DUTY BUS PARTS	131031-02	TRANSPORTATION - SUPPLY	06/02/2021	92908	R	93.90
HOPKINS ARCHITECTS	0531	MAY RFQ CONSULTING	06/02/2021	92909	R	1,500.00
INTERSTATE BILLING S	Multiple	Multiple Invoices	06/02/2021	92910	R	838.95
KYOCERA DOCUMENT SOL	Multiple	Multiple Invoices	06/02/2021	92911	R	2,270.58
MAGIC ETC.	21434	SUPPLIES	06/02/2021	92912	R	199.50
MINERAL WELLS CHAMBE	18199	State of the Community table	06/02/2021	92913	R	400.00
NICKOLS EXHAUST CENT	119020	TRANSPORTATION - CONTRACTED MAINTENANCE	06/02/2021	92914	R	82.00
PITNEY BOWES	3313529565	RENTAL ON POSTAGE MACHINE	06/02/2021	92915	R	170.13
RAPTOR TECHNOLOGIES,	INV16943	SUPPLIES	06/02/2021	92916	R	200.00
Rothe, Michaela	0531	SPED-May 2021	06/02/2021	92917	R	25.87
SCHOOL RESEARCH NEXU	100	REGISTRATION	06/02/2021	92918	R	150.00
SHERWIN-WILLIAMS	2373-3	Paint for office (Natalie Griffin)	06/02/2021	92919	R	76.09
STEVE WEISS MUSIC	Multiple	Multiple Invoices	06/02/2021	92920	R	322.20
STRAWN ISD	0601	REFUND DUPLICATE PAYMENT FOR DAEP TUITION - CHECK #018295	06/02/2021	92921	R	1,375.00
THE FLOWER SHOP AT 7	Multiple	Multiple Invoices	06/02/2021	92922	R	333.00
TMSCA	20-186	MEMBERSHIP	06/02/2021	92923	R	210.00
TSNAP	300005608	DUES	06/02/2021	92924	R	40.00
UNIFIRST CORPORATION	Multiple	Multiple Invoices	06/02/2021	92925	R	189.93
VATAT	60524	VATAT Conference -Kurt	06/02/2021	92926	R	300.00
WALMART CAPITAL ONE	Multiple	Multiple Invoices	06/02/2021	92927	R	610.97
WEX BANK	71948542	FUEL	06/02/2021	92928	R	234.79
Windham, Brannon	0601	Reimbursement for fingerprint fee - Student Worker	06/02/2021	92929	R	49.26
321 SWAG	TRAVIS0420	TEACHER APPRECIATION	06/09/2021	92930	R	821.48
ACE HARDWARE OF MINE	Multiple	Multiple Invoices	06/09/2021	92933	R	724.36
AIRGAS USA, LLC	9979456939	MAINTENANCE-May 2021	06/09/2021	92934	R	112.58
ALLSTAR ATHLETICS	2252	Staff shirts 2021-2022	06/09/2021	92935	R	900.24
ATCO INTERNATIONAL	I0577071	MAINTENANCE-May 2021	06/09/2021	92936	R	480.00
ATSI	ATSI-16226	Camera Project (Equipment and Installation): Transportation	06/09/2021	92937	R	21,252.88
AWARDS & MORE ENGRAV	42003	Invoice 42003 dated 5/27/2021	06/09/2021	92938	R	962.76
BENNETT'S OFFICE SUP	Multiple	Multiple Invoices	06/09/2021	92944	R	24,602.19
BULLDOG SHREDDERS	0602	Shredding of confidential papers	06/09/2021	92945	R	135.00
CDW-G	Multiple	Multiple Invoices	06/09/2021	92946	R	1,965.00
DOUBLE H TIRE	Multiple	Multiple Invoices	06/09/2021	92947	R	319.38
EDUCATION SERVICE CT	4102100439	Monthly Internet Service 06/01/2021	06/09/2021	92948	R	1,000.00
ELLIOTT ELECTRIC SUP	Multiple	Multiple Invoices	06/09/2021	92949	R	208.64
ERWIN HEALTH CARE, I	625	TRANSPORTATION - EMPLOYEE DOT PHYSICALS OPEN PURCHASE ORDER FOR 2020-2021	06/09/2021	92950	R	150.00

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
FOLLETT SCHOOL SOLUT	846832F	Books-See attached Library order	06/09/2021	92951	R	3,063.02
GILBERT SAW SHOP	1157	MAINTENANCE-May 2021	06/09/2021	92952	R	25.00
HART, DOUG	0608	SECURITY FOR GRADUATION	06/09/2021	92953	R	100.00
JUDD, PENNY	0608	SECURITY FOR GRADUATION	06/09/2021	92954	R	100.00
KYOCERA DOCUMENT SOL	Multiple	Multiple Invoices	06/09/2021	92955	R	2,026.94
LIVELY, THOMAS	0608	SECURITY FOR GRADUATION	06/09/2021	92956	R	100.00
LONE STAR COMMUNICAT	Multiple	Multiple Invoices	06/09/2021	92957	R	1,843.79
MAHANAY, KADE	INV0001	CONSULTANT	06/09/2021	92958	R	1,280.00
MARTIN OIL COMPANY	25764	MAINTENANCE-May 2021	06/09/2021	92959	R	62.63
METRO DISCOUNT FOODS	Multiple	Multiple Invoices	06/09/2021	92960	R	225.04
MINERAL WELLS PRINT	A047,639	SPED-May 2021	06/09/2021	92961	R	185.00
MITEC	485919	Fire alarm repair JH	06/09/2021	92962	R	543.18
NAPA AUTOMOTIVE PART	Multiple	Multiple Invoices	06/09/2021	92963	R	1,354.76
NATIONAL WHOLESALE S	S3449044.0	MAINTENANCE-May 2021	06/09/2021	92964	R	1,570.43
O'REILLY AUTOMOTIVE,	Multiple	Multiple Invoices	06/09/2021	92965	R	496.02
OLD SCHOOL PIZZA CO	105	Pizza for Field Day Helpers 5-7-21	06/09/2021	92966	R	85.13
PENDER'S MUSIC COMPA	567854	SUPPLIES	06/09/2021	92967	R	246.98
PITNEY BOWES	3313555711	POSTAGE METER RENTAL	06/09/2021	92968	R	621.33
QUILL	Multiple	Multiple Invoices	06/09/2021	92969	R	295.44
REGION 4 ESC	Multiple	Multiple Invoices	06/09/2021	92970	R	100.00
RICHEY'S	34713	MAINTENANCE-May 2021	06/09/2021	92971	R	250.00
ROMEO MUSIC	59699	SUPPLIES	06/09/2021	92972	R	1,398.00
SUTHERLANDS BLDG. MA	Multiple	Multiple Invoices	06/09/2021	92974	R	580.12
TEXAS DEPT OF PUBLIC	CRS-202104	Invoice CRS-202104-214037 Dated 4/30/2021	06/09/2021	92975	R	2.00
TEXAS HIGH SCHOOL CO	0608	REGISTRATION	06/09/2021	92976	R	130.00
TEXAS MUSIC EDUCATOR	210567	MEMBERSHIP	06/09/2021	92977	R	220.00
THE LONE STAR NEWS G	149	ADVERTISEMENT	06/09/2021	92978	R	259.75
UNIFIRST CORPORATION	Multiple	Multiple Invoices	06/09/2021	92979	R	1,446.79
UNITED REFRIGERATION	78641077-0	MAINTENANCE-May 2021	06/09/2021	92980	R	1,275.04
US-GAMES	912630328	PE order	06/09/2021	92981	R	771.99
Velazquez, Juana	0608	Science of Teaching Reading refund for Juana Velazquez	06/09/2021	92982	R	139.32
WALMART CAPITAL ONE	Multiple	Multiple Invoices	06/09/2021	92984	R	1,629.81
WASTE CONNECTIONS LO	Multiple	Multiple Invoices	06/09/2021	92985	R	5,969.96
WEAVER'S PRINT SHOP	9262	PROGRAMS	06/09/2021	92986	R	350.00
WOODARD BUILDERS SUP	130527	MAINTENANCE-May 2021	06/09/2021	92987	R	320.00
ACE HARDWARE OF MINE	Multiple	Multiple Invoices	06/15/2021	92988	R	145.78
AIRGAS USA, LLC	9980116883	Supplies Torres	06/15/2021	92989	R	129.58
AT&T MOBILITY	825071876X	SERVICE	06/15/2021	92990	R	1,670.19
AUTOWORLD CHEVROLET	916222	TRANSPORTATION - CONTRACTOR LABOR ON VAN 135	06/15/2021	92991	R	1,147.32
BENNETT'S OFFICE SUP	Multiple	Multiple Invoices	06/15/2021	92992	R	1,902.24
BILL DORAN COMPANY	Multiple	Multiple Invoices	06/15/2021	92993	R	1,231.39
BSN SPORTS INC.	912885113	SUPPLIES	06/15/2021	92994	R	5,229.00
BULLDOG SHREDDERS	Multiple	Multiple Invoices	06/15/2021	92995	R	500.00
BWI-DALLAS/FT. WORTH	16474462	Supplies Stutts	06/15/2021	92996	R	137.76
CDW-G	D970568	Lightspeed yearly classroom monitoring	06/15/2021	92997	R	3,900.00
CITY WATER WORKS	0531	SERVICE	06/15/2021	92998	R	9,951.61
COMPLIANCE CONSORTIU	21060450	TRANSPORTATION - EMPLOYEE DRUG TESTING	06/15/2021	92999	R	74.00
CONSORTIUM FOR SCHOO	13433	CoSN annual membership	06/15/2021	93000	R	965.00
COURTYARD BY MARRIOT	0615	Hotel for State FFA	06/15/2021	93001	R	2,354.40

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
CTAT	200008551	Convention July 6-9, 2021 CTAT Summer Conference, July 26-29	06/15/2021	93002	R	820.00
DATA RECOGNITION COR	152282	Summer School Curriculum	06/15/2021	93003	R	525.00
THE FAULK COMPANY	Multiple	Multiple Invoices	06/15/2021	93004	R	72,892.50
FOLLETT SCHOOL SOLUT	891870F	Library books	06/15/2021	93005	R	1,468.44
FREEZE CARPETS, INC.	0615	OFFICE/LIBRARY FLOORING - 1/2 DOWN PAYMENT	06/15/2021	93006	R	7,942.37
Gilbert, Sandra	0615	SOFTBALL GAME WORKER 5/8/2021	06/15/2021	93007	R	25.00
GOPHER SPORTS	IN42192	STUDENT SUPPLIES	06/15/2021	93008	R	418.74
HIGH SCHOOL	0615	REIMB CK #11548, 11549	06/15/2021	93009	R	848.19
KENT DISTRIBUTORS, I	IN-068761	TRANSPORTATION - FUEL PURCHASE	06/15/2021	93010	R	4,134.72
LA CANTERA RESORT& S	22319037	RESERVATIONS FOR DOUG FUNK - CONFIRMATION #22319037 7/20-7/23	06/15/2021	93011	R	668.65
LAMAR ELEMENTARY	0615	REIMBURSE PETTY CASH	06/15/2021	93012	R	20.30
LOGMEIN COMMUNICATIO	IN71004556	SERVICE	06/15/2021	93013	R	5,842.81
MP2 ENERGY TEXAS LLC	1705631	SERVICE	06/15/2021	93014	R	39,901.44
MUSIC IS ELEMENTARY	INV-13459	MUSIC SUPPLIES	06/15/2021	93015	R	856.07
NAPA AUTOMOTIVE PART	Multiple	Multiple Invoices	06/15/2021	93016	R	461.90
NORTHSTAR AUTOMOTIVE	11122	Lift for Auto Shop	06/15/2021	93017	R	19,585.00
OGBURN'S TRUCK PARTS	893731	TRANSPORTATION - PARTS	06/15/2021	93018	R	3,535.12
ONCOR ELECTRIC DELIV	13983	INSTALLATION OF ELECTRICAL FACILITIES	06/15/2021	93019	R	6,076.96
OVERDRIVE, INC.	10264CO210	Supplies-Library	06/15/2021	93020	R	3,192.15
REGION 4 ESC	Multiple	Multiple Invoices	06/15/2021	93022	R	200.00
SENR WOOLY LLC	4265175022	SUPPLIES	06/15/2021	93023	R	150.00
SHERWIN-WILLIAMS	0696-7	Paint for Office (Angie Myrick)	06/15/2021	93024	R	77.28
Stutts, Beau	0615	Reimbursement for Ag truck inspection/registration	06/15/2021	93025	R	16.45
TEXAS FFA	219893	State FFA Convention July 6-9, 2021	06/15/2021	93026	R	1,035.00
UNITE PRIVATE NETWOR	SI-21-0128	Monthly WAN service due 07/01/2021	06/15/2021	93027	R	845.49
VIRCO, INC.	91949242	CLASSROOM SUPPLIES	06/15/2021	93028	R	31,040.00
WALMART CAPITAL ONE	Multiple	Multiple Invoices	06/15/2021	93029	R	210.77
WILLIAM V. MACGILL &	IN0759362	Supplies Sharpe	06/15/2021	93030	R	242.67
A T & T	0611	SERVICE - ACCT #214 A31-0060 668 0	06/22/2021	93031	R	2,768.45
AT&T LONG DISTANCE	811340500	SERVICE-CORPORATION #346970 811340500-0	06/22/2021	93032	R	50.87
ATAVUS FOOTBALL	66548136-0	ATAVUS TACKLING CERTIFICATION	06/22/2021	93033	R	665.00
ATSSB	0622	MEMBERSHIP FOR ELTON BALL AND MICHAEL LYONS	06/22/2021	93034	R	100.00
CDW-G	Multiple	Multiple Invoices	06/22/2021	93035	R	12,575.00
FEDERAL EXPRESS	7-399-8499	Fed Ex Shipping fees for postage to Lawyer	06/22/2021	93036	R	28.17
INTERSTATE BILLING S	3023722440	TRANSPORTATION - PARTS	06/22/2021	93037	R	814.80
KYOCERA DOCUMENT SOL	Multiple	Multiple Invoices	06/22/2021	93038	R	772.55
LEASOR CRASS, P.C.	17632	LEGAL FEES	06/22/2021	93039	R	1,825.50
PALO PINTO APPRAISAL	0501	THIRD QTR PAYMENT	06/22/2021	93040	R	65,462.47
PARKER COUNTY APPRAI	0618	THIRD QTR PAYMENT	06/22/2021	93041	R	936.25
PITNEY BOWES	3313719449	Inv. #3313719449 Lease on Postage Meter	06/22/2021	93042	R	172.59

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
TASB	610652	TASB LOCALIZED UPDATE	06/22/2021	93043	R	962.92
TASBO	355846	State and Federal grants manual workshop (Natalie Griffin)	06/22/2021	93044	R	265.00
TEX-OMA BUILDERS SUP	778385	MAINTENANCE-June 2021	06/22/2021	93045	R	2,613.23
TEXAS GAS SERVICES	0614	SERVICE	06/22/2021	93046	R	2,184.20
THE COLLEGE BOARD	EP00050386	TEST	06/22/2021	93047	R	1,221.00
Tucker, Genea	0622	TRAVEL REIMBURSEMENT 6/7,10	06/22/2021	93048	R	15.00
VARSITY FASHIONS	33303111	UNIFORMS	06/22/2021	93049	R	4,683.95
WALMART CAPITAL ONE	Multiple	Multiple Invoices	06/22/2021	93050	R	175.66
WILLIAM V. MACGILL &	IN0759553	NURSE SUPPLIES	06/22/2021	93051	R	414.27
WORKERS' COMPENSATIO	0531	WORKERS' COMP	06/22/2021	93052	R	10,484.54
Puente, Rudy JR	103	CONSULTANT	06/09/2021	202100051	A	1,500.00
SANTIFER, MIKE	0608	SECURITY FOR GRADUATION	06/09/2021	202100052	A	100.00
Acker, Frances	0622	TRAVEL	06/22/2021	202100053	A	42.56
Lascsak, Justin	0622	Velcro for cable management	06/22/2021	202100054	A	34.95
Totals for checks						441,969.96

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
180	CO-CURRICULAR	0.00	0.00	23,116.83	23,116.83
199	GENERAL FUND	0.00	1,375.00	417,478.13	418,853.13
***	Fund Summary Totals ***	0.00	1,375.00	440,594.96	441,969.96

\*\*\*\*\* End of report \*\*\*\*\*

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
BENNETT'S OFFICE SUP	0241666-00	PRINTER INK	06/15/2021	6055	R	163.34
CHEMSEARCH	7387363	DRAIN	06/15/2021	6056	R	159.91
Davis, Pamela	0525	FOOD HANDLER'S CARD	06/15/2021	6057	R	7.99
DEAN FOODS COMPANY	0531	MILK ALL SCHOOLS	06/15/2021	6058	R	15,315.44
Flores, Fredesvinda	0521	FOOD HANDLER'S CARD	06/15/2021	6059	R	7.99
FOWLER, TAMMY	0531	MILEAGE	06/15/2021	6060	R	13.72
LABATT FOOD SERVICE	0528	LABATT ALL SCHOOLS	06/15/2021	6061	R	88,699.99
PATINO, PAMELA	0531	MILEAGE	06/15/2021	6062	R	16.57
WALMART CAPITAL ONE	06462	BURGER SETUPS	06/15/2021	6063	R	82.95
WHALEY FOODSERVICE	3958354	VACUUM PUMP	06/15/2021	6064	R	589.56
Totals for checks						105,057.46

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
240	FOOD SERVICE	0.00	0.00	105,057.46	105,057.46
***	Fund Summary Totals ***	0.00	0.00	105,057.46	105,057.46

\*\*\*\*\* End of report \*\*\*\*\*

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>CHECK NUMBER</u>	<u>CHE TYP</u>	<u>AMOUNT</u>
A22 TELETHERAPY SPEE	0430	SPED-April 2021	06/02/2021	18806	R	2,297.30
A22 TELETHERAPY SPEE	0531	SPED-May 2021	06/02/2021	18806	R	3,977.60
CDW-G	D295541	Projectors and accessories	06/02/2021	18807	R	3,592.92
CDW-G	D373855	Projectors and accessories	06/02/2021	18807	R	167.82
CLEMENTS, FREIDA	0531-1	SPED-May 2021	06/02/2021	18808	R	7,482.74
Dixon, Sandra	0531	SPED-May 2021	06/02/2021	18809	R	445.20
Edwards, Sonya	0531-1	SPED-May 2021	06/02/2021	18810	R	124.04
Garza, Kimberly	0531-1	SPED-April & May 2021	06/02/2021	18811	R	213.52
MEDICAID CLAIM SOLUT	21-182903-	SPED-May 2021	06/02/2021	18812	R	6.14
Rothe, Michaela	0531-1	SPED-May 2021	06/02/2021	18813	R	118.16
TASA	137642	Registration for Angie Myrick for Curriculum Management Audit Training April 26-30 (Virtual Training)	06/02/2021	18814	R	850.00
TASA	138162	Registration for Angie Myrick for Curriculum Management Audit Training April 26-30 (Virtual Training)	06/02/2021	18814	R	-100.00
BENNETT'S OFFICE SUP	0241480-00	Qualitative Reading Inventory	06/09/2021	18815	R	78.67
BLACK ROCK TECHNOLOG	38570	Ceiling mounts for projectors	06/09/2021	18816	R	672.00
BLISSITTE, KAREN	0524	CADETS	06/09/2021	18817	R	175.00
DAKTECH COMPUTERS	INV0342484	Computers	06/09/2021	18818	R	23,151.00
IPEVO, INC.	002202105V	IPEVO document cameras	06/09/2021	18819	R	1,553.11
MCGRAW-HILL	1177425670	Reading Labs (Angie Myrick)	06/09/2021	18820	R	10,250.61
PROJECT LEAD THE WAY	279419	PLTW Gateway Participation 2021-2022	06/09/2021	18821	R	950.00
RIVERSIDE INSIGHTS	INV077826	SPED-May 2021	06/09/2021	18822	R	234.94
WALMART CAPITAL ONE	02654	Retirement celebration for teacher	06/09/2021	18823	R	58.20
SCHOOL HEALTH CORPOR	3919352-00	Supplies for CPR class	06/15/2021	18824	R	495.27
EDUCATION SERVICE CT	172328	PreK coaching/ PD and Books (Angie Myrick)	06/22/2021	18825	R	1,240.00
IXL LEARNING	S402895	IXL Learning Site License	06/22/2021	18826	R	1,215.00
ORIENTAL TRADING COM	709582641-	STUCO SUPPLIES	06/22/2021	18827	R	12.34
ORIENTAL TRADING COM	709582641-	STUCO SUPPLIES	06/22/2021	18827	R	322.85
VOYAGER SOPRIS LEARN	3812063	Summer School Materials (Angie Myrick)	06/22/2021	18828	R	10,414.80
CRAWFORD, DEBORAH	0531	SPED-May 2021	06/02/2021	20210049	A	1,036.87
RAMSEY, PAULA	0531	SPED-May 2021	06/02/2021	20210050	A	1,725.50
Totals for checks						72,761.60

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
244	CARL PERKINS BASIC FORM. GRANT	0.00	0.00	23,151.00	23,151.00
266	ESSER GRANT	0.00	0.00	5,985.85	5,985.85
270	TITLE V,B,SP 2, RLIS	0.00	0.00	24,899.08	24,899.08
313	IDEA-B FORMULA	0.00	0.00	234.94	234.94
410	STATE TEXTBOOK FUND	0.00	0.00	495.27	495.27
437	SPECIAL EDUCATION	0.00	0.00	2,626.42	2,626.42
455	SHARS-MEDICAID	0.00	0.00	14,800.65	14,800.65
461	CAMPUS ACTIVITY FUND	0.00	0.00	568.39	568.39
***	Fund Summary Totals ***	0.00	0.00	72,761.60	72,761.60

\*\*\*\*\* End of report \*\*\*\*\*

**JULY 12, 2021 BOARD MEETING  
2020-2021 TAX COLLECTIONS  
AS OF MAY 31, 2021**

<b>MAINTENANCE &amp; OPERATIONS</b>						
	LEVY	MONTHLY ACTIVITY	PRIOR ACTIVITY	YEAR-TO-DATE ACTIVITY	BALANCE DUE	YEAR-TO-DATE PERCENTAGE COLLECTED
CURRENT TAXES	\$ 8,736,821.00	\$ 61,588.55	\$ 9,104,294.47	\$ 9,165,883.02	\$ (429,062.02)	104.91%
DELINQUENT TAXES	\$ 230,778.00	\$ 8,973.66	\$ 201,284.55	\$ 210,258.21	\$ 20,519.79	91.11%
PENALTY & INTEREST	\$ 145,978.00	\$ 10,510.09	\$ 129,137.40	\$ 139,647.49	\$ 6,330.51	95.66%
GRAND TOTAL	\$ 9,113,577.00	\$ 81,072.30	\$ 9,434,716.42	\$ 9,515,788.72	\$ (402,211.72)	104.41%

<b>INTEREST &amp; SINKING</b>						
	LEVY	MONTHLY ACTIVITY	PRIOR ACTIVITY	YEAR-TO-DATE ACTIVITY	BALANCE DUE	YEAR-TO-DATE PERCENTAGE COLLECTED
CURRENT TAXES	\$ 2,702,093.00	\$ 21,890.00	\$ 3,235,880.06	\$ 3,257,770.06	\$ (555,677.06)	120.56%
DELINQUENT TAXES	\$ 57,522.00	\$ 2,568.72	\$ 56,489.94	\$ 59,058.66	\$ (1,536.66)	102.67%
PENALTY & INTEREST	\$ 34,947.00	\$ 3,422.98	\$ 40,375.86	\$ 43,798.84	\$ (8,851.84)	125.33%
GRAND TOTAL	\$ 2,794,562.00	\$ 27,881.70	\$ 3,332,745.86	\$ 3,360,627.56	\$ (566,065.56)	120.26%



# BOARD OF TRUSTEES

## Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

- Regular Meeting  
 Special Meeting

**AGENDA ITEM TYPE:**

- Action Item  
 Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

- Academic Competitiveness
- Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

**Operational Goals**

- Promote Community/School Partnerships
- Fiscal Responsibility
- Safe and Secure Schools

**TITLE:**

Water/Electricity/Gas Reports

**RECOMMENDED ACTION:**

It is recommended that the Water/Electricity/Gas Reports be approved as presented.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

**OVERVIEW:**

See attached utility Reports.

**FISCAL IMPACT:** Variable cost to District

**ATTACHMENTS:** Water/Electricity/Gas Reports

**DEPARTMENT(S) SUBMITTING FORM:** Business and Finance

**DEPARTMENT SIGNATURE/APPROVAL:** Paul Hearn, CFO

Dr. John Kuhn, Superintendent

Gas

2014-2015	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	683.11	898.04	2,314.56	3,189.39	6,979.79	4,960.98	3,357.59	1,090.77	599.70	488.41	310.16	332.32	25,204.82
MW Academy	42.55	44.35	75.06	108.00	162.19	129.68	101.20	50.60	44.88	43.73	42.55	42.55	887.34
Junior High	179.98	321.69	2,086.57	2,939.04	4,704.20	4,512.03	2,914.82	1,414.63	321.79	229.51	96.14	80.58	19,800.98
Travis	151.27	191.48	1,076.30	2,239.43	3,527.54	2,930.93	2,008.71	482.54	243.25	131.09	105.21	107.76	13,195.51
Houston	184.34	270.50	674.38	1,318.07	2,308.13	1,962.78	1,291.00	196.23	92.99	89.54	85.10	85.10	8,558.16
Lamar	269.30	300.16	1,250.85	1,906.05	3,365.52	2,476.42	1,796.05	425.30	292.63	389.34			12,471.62
DSC	103.63	125.49	723.16	1,341.20	2,171.46	1,692.91	1,270.92	278.67	125.10	110.92	81.59	51.38	8,076.43
Athletics	42.55	42.55	42.55	42.55	42.55	42.55	42.55	43.48	42.55	42.55	42.55	42.55	511.53
Transportation	88.37	109.27	417.05	1,154.97	1,600.01	1,239.32	908.38	120.10	108.83	93.26	68.56	51.38	5,959.50
<b>Total</b>	<b>1,745.10</b>	<b>2,303.53</b>	<b>8,660.48</b>	<b>14,238.70</b>	<b>24,861.39</b>	<b>19,947.60</b>	<b>13,691.22</b>	<b>4,102.32</b>	<b>1,871.72</b>	<b>1,618.35</b>	<b>831.86</b>	<b>793.62</b>	<b>94,665.89</b>

2015-2016	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	551.84	876.92	811.28	3,194.39	4,208.18	4,040.01	1,327.14	736.38	423.32	319.76	244.71	324.89	17,058.82
MW Academy	42.55	42.55	42.55	79.84	90.58	103.41	60.93	48.73	43.42	42.55	43.56	42.55	683.22
Junior High	142.55	226.20	566.12	3,189.08	3,424.80	4,077.63	1,607.25	1,021.59	366.05	224.31	158.07	110.35	15,114.00
Travis	151.31	204.71	469.75	1,921.77	2,598.33	2,675.07	1,318.77	566.16	200.93	124.67	104.21	110.55	10,446.23
Houston	126.79	188.27	253.78	1,116.70	1,573.45	1,877.61	915.62	381.99	144.06	131.26	105.11	106.55	6,921.19
Lamar	181.92	247.71	1,023.00	3,139.21	3,676.37	3,066.41	1,095.53	426.77	165.35	82.22	55.40	51.82	13,211.71
DSC	46.22	48.51	202.30	1,397.68	1,703.64	1,598.46	644.44	240.37	114.28	68.93	58.09	59.97	6,182.89
Athletics	42.55	42.55	42.55	42.55	42.55	42.55	42.55	43.49	42.55	42.55	42.55	42.55	511.54
Transportation	52.36	48.51	56.51	727.89	1,034.43	972.76	693.35	105.41	85.59	88.71	90.35	96.15	4,052.02
<b>Total</b>	<b>1,338.09</b>	<b>1,925.93</b>	<b>3,467.84</b>	<b>14,809.11</b>	<b>18,352.33</b>	<b>18,453.91</b>	<b>7,705.58</b>	<b>3,570.89</b>	<b>1,585.55</b>	<b>1,124.96</b>	<b>902.05</b>	<b>945.38</b>	<b>74,181.62</b>

2016-2017	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	604.99	973.81	2,123.93	4,204.14	5,986.69	4,607.88	2,605.42	1,593.29	594.71	313.63	228.21	348.17	24,184.87
MW Academy	42.55	44.25	42.55	107.92	185.50	126.77	128.27	77.07	43.59	42.55	43.73	42.55	927.30
Junior High	183.91	262.38	527.74	2,586.04	3,696.92	4,908.83	1,805.30	772.50	447.72	347.24	192.35	86.83	15,817.76
Travis	149.29	194.26	351.21	2,030.50	3,476.95	2,773.33	1,039.06	474.97	246.93	164.07	117.23	114.43	11,132.23
Houston	151.95	192.24	309.48	755.98	446.91	359.19	194.99	90.51	86.03	85.10	85.10	85.10	2,842.58
Lamar	129.85	346.88	1,341.96	2,937.79	4,188.51	2,884.89	1,500.08	492.31	246.27	87.76	47.91	59.44	14,263.65
DSC	47.89	50.63	91.98	1,238.59	2,142.99	1,636.62	715.08	298.26	205.58	135.89	85.85	46.95	6,696.31
Athletics	42.55	42.55	42.55	42.55	42.55	42.55	42.55	43.49	42.55	42.55	42.55	42.55	511.54
Transportation	96.04	107.23	164.20	826.59	1,630.72	1,389.34	280.51	134.65	88.79	74.14	63.51	44.02	4,899.74
<b>Total</b>	<b>1,449.02</b>	<b>2,214.23</b>	<b>4,995.60</b>	<b>14,730.10</b>	<b>21,797.74</b>	<b>18,729.40</b>	<b>8,311.26</b>	<b>3,977.05</b>	<b>2,002.17</b>	<b>1,292.93</b>	<b>906.44</b>	<b>870.04</b>	<b>81,275.98</b>

2017-2018	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	615.95	740.47	1,026.91	3,569.45	7,600.59	5,612.48	2,846.87	759.23	569.07	213.11	373.85	430.89	24,358.87
MW Academy	42.55	42.55	63.93	122.50	308.31	182.05	147.66	72.57	55.69	42.55	43.93	42.55	1,166.84
Junior High	163.62	220.76	844.47	2,651.06	5,403.41	4,533.34	2,360.45	1,263.58	463.54	243.79	223.61	237.34	18,608.97
Travis	143.39	167.96	498.06	2,140.69	4,670.36	3,087.28	2,017.47	818.30	446.94	271.96	302.01	292.44	14,856.86
Houston	85.10	85.10	114.81	301.84	501.29	5,862.55	1,316.94	523.74	271.86	130.19	117.73	130.80	9,441.95
Lamar	111.95	160.16	476.27	1,714.44	4,128.15	3,104.00	1,624.58	708.62	281.09	82.49	76.37	97.72	12,565.84
DSC	46.92	56.96	316.45	1,404.65	2,777.14	2,189.25	1,058.18	340.53	172.98	66.93	65.38	67.04	8,562.41
Athletics	42.55												42.55
Transportation	44.01	44.35	364.21	1,154.11	1,602.85	1,125.52	420.04	134.63	107.77	76.66	75.18	76.83	5,226.16
<b>Total</b>	<b>1,296.04</b>	<b>1,518.31</b>	<b>3,705.11</b>	<b>13,058.74</b>	<b>26,992.10</b>	<b>25,696.47</b>	<b>11,792.19</b>	<b>4,621.20</b>	<b>2,368.94</b>	<b>1,127.68</b>	<b>1,278.06</b>	<b>1,375.61</b>	<b>94,830.45</b>

2018-2019	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	661.89	624.07	1,674.62	4,148.47	6,827.47	5,923.24	4,435.73	1,406.14	337.42	288.36	293.75	242.42	26,863.58
MW Academy	42.55	54.78	123.88	304.70	362.89	283.53	248.16	130.12		82.81	91.57	80.26	1,805.25
Junior High	241.49	550.95	1,278.47	3,283.51	4,222.67	3,197.52	2,510.40	961.55	159.99	261.28	180.92	92.96	16,941.71
Travis	181.19	403.37	1,339.50	3,160.76	4,000.28	3,391.25	2,571.19	853.66	69.12	231.18	201.06	174.75	16,577.31
Houston	191.14	284.22	881.11	2,365.71	2,912.38	2,286.74	1,857.70	668.57	59.68	209.10	190.27	163.10	12,069.72
Lamar	252.52	482.74	1,695.63	3,456.13	3,591.56	2,664.71	2,135.88	669.71	105.74	155.07	126.62	85.23	15,421.54
DSC	67.40	164.95	830.08	1,771.29	2,210.28	2,162.66	1,648.35	418.15	106.89	156.65	110.63	84.15	9,731.48
Transportation	75.68	200.57	427.34	1,170.85	2,180.86	1,786.57	1,281.68	386.59	26.63	119.39	105.24	80.26	7,841.66
<b>Total</b>	<b>1,713.86</b>	<b>2,765.65</b>	<b>8,250.63</b>	<b>19,661.42</b>	<b>26,308.39</b>	<b>21,696.22</b>	<b>16,689.09</b>	<b>5,494.49</b>	<b>865.47</b>	<b>1,503.84</b>	<b>1,300.06</b>	<b>1,003.13</b>	<b>107,252.25</b>

2019-2020	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	464.81	625.18	1,526.98	7,010.89	4,466.58	3,507.60	1,946.76					28.94	19,577.74
MW Academy	80.26	81.62	116.46	296.18	224.72	186.79	122.41	50.13	81.26	80.26	77.72	78.79	1,476.60
Junior High	142.74	221.36	580.81	3,433.80	2,852.83	2,116.85	656.97	347.04	227.84	195.09	194.24	260.13	11,229.70
Travis	192.36	223.34	616.99	4,662.23	3,111.89	2,707.19	1,530.91	391.33	211.76	180.41	176.79	177.97	14,183.17
Houston	219.09	247.48	526.45	2,964.78	1,801.49	1,516.39	724.71	316.08	183.32	172.28	156.63	171.71	9,000.41
Lamar	120.35	147.06	618.99	4,783.68	1,249.52	1,688.13	890.36	322.54	87.41	82.59	77.72	100.25	10,168.60
DSC	81.54	81.87	326.05	2,127.94	1,769.88	1,338.12	526.54	154.62	152.94	143.43	139.44	151.56	6,993.93
Transportation	81.54	82.33	382.81	1,852.51	1,294.77	975.09	533.94	141.70	100.51	103.67	91.96	91.64	5,732.47
<b>Total</b>	<b>1,382.69</b>	<b>1,710.24</b>	<b>4,695.54</b>	<b>27,132.01</b>	<b>16,771.68</b>	<b>14,036.16</b>	<b>6,932.60</b>	<b>1,723.44</b>	<b>1,045.04</b>	<b>957.73</b>	<b>914.50</b>	<b>1,060.99</b>	<b>78,362.62</b>

2020-2021	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
High School	297.29	1,344.73	2,438.19	6,238.04	5,158.02	7,437.69	2,340.61	788.08	563.32				26,605.97
MW Academy	78.31	120.49	227.69	327.49	293.46	259.32	198.64	47.90	85.44				1,638.74
Junior High	193.28	747.38	1,588.53	2,981.87	2,951.05	3,649.25	1,644.94	555.17	433.29				14,744.76
Travis	179.08	769.96	2,049.26	4,396.13	3,417.63	4,215.44	1,359.11	410.30	271.24				17,068.15
Houston													



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:** **AGENDA ITEM TYPE:**

- Regular Meeting
- Special Meeting

- Action Item
- Non-Action Item

**BOARD GOALS (check all that apply)**

- |  |   |
|--|---|
| <p><b>Academic Goals</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Academic Competitiveness           <ul style="list-style-type: none"> <li><input type="checkbox"/> Early Literacy (HB3)</li> <li><input type="checkbox"/> Early Math (HB3)</li> <li><input type="checkbox"/> Other</li> </ul> </li> <li><input type="checkbox"/> Career Certifications (HB3)</li> </ul> | <p><b>Operational Goals</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Promote Community/School Partnerships</li> <li><input checked="" type="checkbox"/> Fiscal Responsibility</li> <li><input type="checkbox"/> Safe and Secure Schools</li> </ul> |
|--|---|

**TITLE:** Investment Report

**RECOMMENDED ACTION:** It is recommended that the Investment Report be approved as presented.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):** Board Policy CDA(LOCAL)

**OVERVIEW:**  
The superintendent or designees, Paul Hearn or Dorinda Brown, shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District’s written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be executed on a delivery versus payment basis. In addition to the quarterly report required by law and signed by the District’s investment officer, a comprehensive report on the investment program and activity shall be presented annually to the Board.

**FISCAL IMPACT:** N/A Reporting Only

**ATTACHMENTS:** Investment Report

**DEPARTMENT(S) SUBMITTING FORM:** Business and Finance

**DEPARTMENT SIGNATURE/APPROVAL:** Paul Hearn, CFO Dr. John Kuhn, Superintendent

MINERAL WELLS INDEPENDENT SCHOOL DISTRICT  
INVESTMENT TRANSACTION REPORT  
FOR THE QUARTER ENDED MAY 31, 2021

I. INVESTMENT POSITION AS OF May 31, 2021

	<u>Cash</u>	<u>CD's</u>	<u>Lone Star</u>	<u>Total</u>
General Fund	\$ 9,458,320.09	\$ 0.00	\$ 7,143.21	\$ 9,465,463.30
Special Revenue	1,519,392.48	0.00	3.85	1,519,396.33
Debt Service	937,834.39	0.00	0.05	937,834.44
Internal Service	388,927.11	0.00	93,180.28	482,107.39
Trust & Agency	388,403.89	0.00	0.00	388,403.89
Total as of May 31, 2021	<u>\$ 12,692,877.96</u>	<u>\$ 0.00</u>	<u>\$ 100,327.39</u>	<u>\$ 12,793,205.35</u>

II. LONE STAR INVESTMENT POOL

The Pool invests solely in obligations of the U.S. Government and its agencies and instrumentalities and in certain other high-quality investments secured by or consisting of such securities. Pool investments are confined to those of the highest quality under the Public Funds Investment Act (U.S. Government obligations), thus effectively eliminating credit risk. Interest rate risk associated with the Pool is low; all securities held by the Pool are required to have a maximum maturity of no more than three years from the date of purchase. Each Fund within the Pool has received the highest rating, that of AAA, from Standard & Poor's as required by the Public Funds Investment Act. The Government Overnight Fund's book value and market value are materially the same. Average rates for the Government Overnight Fund for the months of March, April, and May, 2021 were 0.0135%, 0.0058% and 0.0051% respectively.

The beginning balance in the General Fund's Government Overnight Fund was \$7,143.07. Interest of \$0.14 was deposited during the quarter, resulting in an ending balance of \$7,143.21 as of May 31, 2021.

The beginning balance in the Food Service Fund's Government Overnight Fund was \$3.85. No Interest was deposited during the quarter, resulting in an ending balance of \$3.85 as of May 31, 2021.

The beginning balance in the Internal Service Fund's (Insurance Fund) Government Overnight Fund was \$93,178.36. Interest of \$1.92 was deposited during the quarter, resulting in an ending balance of \$93,180.28 as of May 31, 2021.

The beginning balance in the Debt Service Fund's Government Overnight Fund was \$.05. No interest was deposited during the quarter, resulting in an ending balance of \$.05 as of May 31, 2021.

The above transactions were in compliance with the District's investment policy and relevant provisions of law.



Paul Hearn, Chief Financial Officer / Investment Officer



Dorinda Brown, Accountant / Investment Officer



# BOARD OF TRUSTEES

## Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

- Regular Meeting  
 Special Meeting

**AGENDA ITEM TYPE:**

- Action Item  
 Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

- Academic Competitiveness
- Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

**Operational Goals**

- Promote Community/School Partnerships
- Fiscal Responsibility
- Safe and Secure Schools

**TITLE:** Minutes of the June 14, 2021 Meeting of the Board and Minutes of the July 1, 2021 Special Meeting of the Board

**RECOMMENDED ACTION:** It is recommended that the June 14, 2021, and the July 1, 2021 minutes be approved as presented.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):** Board Policy BE(LOCAL)

**OVERVIEW:**

Review and approve minutes from prior meetings of the Board of Trustees.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** June 14, and July 1, 2021 Minutes

**DEPARTMENT(S) SUBMITTING FORM:** Superintendent

**DEPARTMENT SIGNATURE/APPROVAL:** Dr. John Kuhn

**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT  
MINERAL WELLS, TEXAS**

**SUBJECT:** Minutes of Workshop/Regular Board Meeting  
**PLACE:** Boardroom/District Services Complex  
**DATE:** June 14, 2021  
**TIME:** 5:30 p.m.

**Board Members Present:** Maria Jones, President  
Sunny Lee, Vice President  
Joe Ruelas  
Greg Malone  
Lauretta Poole

**Board Members Absent:** Scott Elder, Secretary  
Donna Henderson

**Central Administrators Present:** John Kuhn, Superintendent  
David Tarver, Assistant Superintendent  
Angie Myrick, Executive Director of Curriculum  
Natalie Griffin, Executive Director of Special Programs  
Paul Hearn, Chief Financial Officer

**Call to Order/Establish Quorum:** The regular meeting was called to order at 5:30 p.m. by President Maria Jones. Let the record show that a quorum of board members was present, that this meeting had been duly called, and that notice of this meeting had been posted.

**Oath of Office for Elected Board Members:** Shelia Crabtree, Notary Public, administered the Oath of Office to newly elected board member Greg Malone, Place 1.

**Board Internal Organization:** Sunny Lee nominated Scott Elder for board secretary. There being no further nominations, Scott Elder was re-elected as board secretary by a vote of 5-0.

Joe Ruelas nominated Sunny Lee for board vice-president. There being no further nominations, Sunny Lee was re-elected as board vice-president by a vote of 5-0.

Joe Ruelas nominated Maria Jones for board president. There being no further nominations, Maria Jones was re-elected as board president by a vote of 5-0.

**Board Workshop/Dinner:** The Board workshop started at 5:36 p.m. Workshop ended at 6:40 p.m. No action was taken during the workshop.

**Closed Session – Texas Government Code 551.074 and 551.076:**

The Board adjourned into closed session at 6:40 p.m. The closed session ended at 7:05 p.m. No action was taken in closed session.

**Open Session:**

The Board reconvened in open session at 7:08 p.m.

**Prayer:**

Maria Jones opened the meeting with prayer.

**Pledges – U.S./Texas Flags:**

The Board led the audience in the pledges of allegiance.

**Mission & Vision Statements:**

Greg Malone read the Mission and Vision Statements.

**Public Comment:**

None

**President’s Report:**

Maria Jones - President, announced that Board members will attend Summer Leadership Institute online. The sessions will take place June 24-26.

**Superintendent’s Report:**

**A. Ag Barn Update**

James Bradford – Maintenance Director, Darrell Durant-Builder, and Tim Hopkins – Architect gave updates on the progress of the new Ag Barn Facility. Building is behind because of rain delays, but is back on schedule now.

**B. Enrollment Comparison**

Dr. Kuhn - Superintendent reported attendance at 3,082. We have consistently been down 140-150 students all year.

**C. HR/Student Services Update**

David Tarver – Assistant Superintendent reported that HR Department is working on Code of Conduct, Student and Teacher Handbook updates, Emergency Operations and Action Threat Annex updates, TTESS appraisals, and resignations, reassignments, and new hires.

**D. Special Programs Update**

Natalie Griffin – Executive Director of Special Programs, gave updates on the GT program, Bilingual Program, Federal Grant updates, and new hires for the Bilingual department.

**E. Curriculum and Instruction Update**

Angie Myrick – Executive Director of Curriculum, Instruction and Assessment, reported that we have 370 students involved in Summer School activities. She also gave updates on materials to be purchased for the 2021-2022 school year.

**Consent Agenda Items:**

Joe Ruelas moved and Laretta Poole seconded a motion to approve the consent agenda items as presented. The motion carried 5-0. (copies attached)

**A. Monthly Financial Reports and Accounts Payable Listing**

- B. Water/Electricity/Gas Reports
- C. Minutes of the May 10, 2021 and Minutes of the June 1, 2021 Meetings of the Board
- D. Depository Contract Extension
- E. Interlocal Agreement for Palo Pinto Assessment and Collection Services
- F. Proposed Budget Calendar

**Consider Hybrid Instruction During District-Scheduled Testing Days for K-8<sup>th</sup> Grade Students Waiver**

Joe Ruelas moved and Greg Malone seconded a motion to approve the Hybrid Instruction During District-Scheduled Testing Days for K-8<sup>th</sup> Grade Students Waiver. The motion carried 5-0. (copy attached)

**Consider HB 3 Reading Academies Memorandum of Understanding with ESC Region 11**

Sunny Lee moved and Greg Malone seconded a motion to approve the HB 3 Reading Academies Memorandum of Understanding with ESC Region 11. The motion carried 5-0. (copy attached)

**Discuss and Consider Change of Date of July 12, 2021 Regular Board Meeting to July 19, 2021.**

Dr. Kuhn was wanting to change the meeting date of the July 12, 2021 meeting, however, it was agreed to leave the date as is and David Tarver would take the lead.

**Consider Textbook Adoption for English and Spanish Language Arts and Reading 3<sup>rd</sup> & 6<sup>th</sup> Grades and Pre-K Curriculum**

Maria Jones moved and Laretta Poole seconded a motion to approve the Textbook Adoption for English and Spanish Language Arts and Reading 3<sup>rd</sup> & 6<sup>th</sup> Grades and Pre-K Curriculum as presented.

**FIRST READING: Local District Update 117, Affecting Local Policies**

Dr. Kuhn presented a short video of the Local District Update 117, Affecting Local Policies (copy attached)

**Proposed Budget Calendar:**

Dr. Kuhn presented the proposed budget calendar:

June 14, Monday	Propose budget schedule at regular board meeting
August 2, Monday	1st Budget workshop 6:00
August 9, Monday	Announce tentative tax rate and set meeting for adoption of final budget, new budget and tax rate (Aug. 26)
August 16, Monday	2nd Budget workshop 6:00 (if needed)
August 26, Thursday	Approve final budget amendment, adopt 2021-2022 budget and set tax rates - 6:00

**Information:**

**A. Calendars for June and July** The Board received calendars for June and July.

**Vote on Closed Session Items:** None

**Adjournment:** Upon a motion by Joe Ruelas and a second by Greg Malone, the meeting was adjourned at 7:56 p.m. The motion carried 5-0.

\_\_\_\_\_  
Maria Jones, President

\_\_\_\_\_  
Sunny Lee, Vice President

\_\_\_\_\_  
Scott Elder, Secretary

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**MINERAL WELLS INDEPENDENT SCHOOL DISTRICT  
MINERAL WELLS, TEXAS**

**SUBJECT:** Minutes of Special Board Meeting  
**PLACE:** District Services Complex  
**DATE:** July 1, 2021  
**TIME:** 5:00 p.m.

**Board Members Present:** Presiding Officer – Maria Jones, President  
Donna Henderson  
Sunny Lee  
Lauretta Poole  
Joe Ruelas  
Greg Malone

**Board Members Absent:** Scott Elder

**Central Administrators Present:** John Kuhn, Superintendent  
David Tarver, Assistant Superintendent

**Call to Order/Establish Quorum:** The special meeting was called to order at 5:02 p.m. by President Maria Jones. Let the record show that a quorum of board members was present, that this meeting had been duly called, and that notice of this meeting had been posted.

**Public Comment:** No one registered for public comment.

**Closed Session – Texas  
Government Code 551.074:** The Board adjourned into closed session at 5:02 p.m. The closed session ended at 5.53 p.m. No action was taken in closed session.

**Open Session:** The Board reconvened in open session at 5:53 p.m.

**Consider authorizing  
superintendent to enter into a  
contract with Oncor for the  
establishment of a utility  
easement at the site of the new ag  
barn (3801 Ram Boulevard) See  
Exhibit A** Greg Malone moved and Joe Ruelas seconded a motion to authorize the superintendent to enter into a contract with Oncor for the establishment of a utility easement at the site of the new ag barn (3801 Ram Boulevard) See Exhibit A  
*Motion passed 6-0*

**Vote on Closed Session Items:**

**Adjournment:**

Upon a motion by Joe Ruelas and a second by Greg Malone, the meeting adjourned at 5.55 p.m.  
*Motion Passed 6-0*

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Maria Jones, President

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Scott Elder, Secretary



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

<b>MEETING TYPE:</b>		<b>AGENDA ITEM TYPE:</b>	
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<input type="checkbox"/> Action Item	<input checked="" type="checkbox"/> Non-Action Item

**BOARD GOALS (check all that apply)**

<b>Academic Goals</b>	<b>Operational Goals</b>
<input checked="" type="checkbox"/> Academic Competitiveness <ul style="list-style-type: none"> <li><input type="checkbox"/> Early Literacy (HB3)</li> <li><input type="checkbox"/> Early Math (HB3)</li> <li><input type="checkbox"/> Other</li> </ul> <input type="checkbox"/> Career Certifications (HB3)	<input type="checkbox"/> Promote Community/School Partnerships <input type="checkbox"/> Fiscal Responsibility <input type="checkbox"/> Safe and Secure Schools

**TITLE:** PUBLIC HEARING Regarding the Optional Flexible School Day Program

**RECOMMENDED ACTION:** Public Hearing- Information Only

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):** Texas Education Code 29.0822; Texas Administrative Code Title 19, Part 2, Chapter 129, Subchapter AA, Rule 129.1027

**OVERVIEW:**

TEC – A school district may apply to the commissioner to provide a flexible school day program for students who meet the defined criteria.

TAC – Optional Flexible School Day Program is a program that is approved by the commissioner to provide flexible hours and days of attendance for eligible students. Students may attend on a fixed or flexible schedule that does not meet the traditional 180-day, 5-days per week requirement.

A student is eligible to participate in OFSDP if:

- the student is at risk of dropping out of school, as defined by the TEC Sec. 29.081.....
- as a result of attendance requirements under the TEC Sec. 25.092, will be denied credit for one or more classes in which the student has been enrolled.....
- the student and the student’s parent, or person standing in parental relation to the student, agree in writing to the student’s participation if the student is less than 18 years of age and not emancipated by marriage or court order.....
- the student agrees in writing to participate if the student is 18 years of age or older or has otherwise attained legal status as an adult by reason of marriage or court order.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** None

**DEPARTMENT(S) SUBMITTING FORM:** Human Resources/Student Services

**DEPARTMENT SIGNATURE/APPROVAL:** David Tarver, Asst. Superintendent Dr. John Kuhn, Superintendent



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

**AGENDA ITEM TYPE:**

- Regular Meeting
- Special Meeting

- Action Item
- Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

**Operational Goals**

- Academic Competitiveness
  - Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

- Promote Community/School Partnerships
- Fiscal Responsibility
- Safe and Secure Schools

**TITLE:**

Consider Application for Optional Flexible School Day Program

**RECOMMENDED ACTION:**

It is recommended that the Application for Optional Flexible School Day be approved as presented.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

Texas Education Code 29.0822; Texas Administrative Code Title 19, Part 2, Chapter 129, Subchapter ASA, Rule 129.1027

**OVERVIEW:**

TEC – A school district may apply to the commissioner to provide a flexible school day program for students who meet the defined criteria.

TAC – Optional Flexible School Day Program is a program that is approved by the commissioner to provide flexible hours and days of attendance for eligible students.

See attached application

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** Optional Flexible School Day Program Application

**DEPARTMENT(S) SUBMITTING FORM:** Human Resources/Student Services

**DEPARTMENT SIGNATURE/APPROVAL:** David Tarver, Asst. Superintendent Dr. John Kuhn, Superintendent

This document was exported from Numbers. Each table was converted to an Excel table. Each table object on each Numbers sheet was placed on separate worksheets. Calculations may differ in Excel.

Numbers Sheet Name	Numbers Table Name
Participating Campuses	Table 1
AskTED report	Table 1
District and Campus List	Table 1

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Please be aware that formula

## Excel Worksheet Name

[Participating Campuses](#)

[AskTED report](#)

[District and Campus List](#)

# Texas Education Agency



## APPLICATION

Updated May 2021

## Optional Flexible School Day Program (OFSDP)

\_\_\_\_\_ School Year

**ELIGIBLE APPLICANTS:** The Texas Education Agency (TEA) will make available to eligible school districts and open-enrollment charter schools an application form that must be completed and submitted annually to the TEA for approval.

## **Definition of Program Provisions**

### **Eligible Students**

A student is eligible to participate in an optional flexible school day program (OFSDP) authorized under the Texas Education Code [\(TEC\) §29.0822](#), if:

1. the student meets one of the following conditions:
  - the student is at risk of dropping out of school, as defined by the [TEC, §29.081](#); or
  - the student is attending a campus implementing an approved innovative campus plan; or
  - the student is attending a community-based dropout recovery education program, as defined by the [TEC, §29.081\(e-1\) or \(e-2\)](#); or
  - the student is attending a campus with an approved early college high school program designation as defined by the [TEC, §29.908](#); or
  - the student, as a result of attendance requirements under the [TEC, §25.092](#), will be denied credit for one or more classes in which the student has been enrolled.

**and**

2. there is an agreement in writing to the student's participation
  - by the student, if the student is over 18 years of age; or
  - by the student and the student's parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

### **Assessment**

The student must take the required state assessments specified under the [TEC, §39.023](#), during the regularly scheduled assessment calendar.

### **Participation in University Interscholastic League (UIL)**

A student enrolled in an OFSDP under the [TEC, §29.0822](#), may participate in a competition or other activity sanctioned or conducted under the authority of the University Interscholastic League (UIL) only if he or she meets all UIL eligibility criteria.

### **Attendance Credit**

A student attending an OFSDP under the TEC, §29.0822, may be counted in average daily attendance (ADA) for purposes of funding under the TEC, Chapters 46, 48, and 49, only for the actual number of contact hours the student receives, not to exceed 720 hours or 43,200 minutes per 12-month period. **Students enrolled in the traditional program for part of the year and the OFSDP program for part of the year may not earn more than one ADA.**

### **Board Approval**

The board of trustees of a school district must include the OFSDP as an item on a regular agenda for a board meeting. Board of trustees of a school district must discuss the progress of the program before approving the program and applying to operate an OFSDP (see Appendix Two).

## **Continuation or Revocation of Program Authorization**

Applications are approved for a period of one (1) school year. Continuation of the approval for the OFSDP will be contingent on the demonstrated success of the program. Determination of success will include a review and analysis of data provided in the mandatory final progress report(s). The commissioner of education may revoke authorization for participation in the OFSDP after consideration of relevant factors, including performance of students participating in the program on assessment instruments required under the TEC, Chapter 39; the percentage of students participating in the program who graduate from high school; and other criteria agreed to in the application and adopted by the commissioner of education. A decision to revoke approval of the program by the commissioner of education is final and may not be appealed.

## **Reporting Requirements**

Following approval of the application, the applicant may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. When requested, reports will require applicants to disclose the overall progress of the students in the program, the number of students enrolled in the program (disaggregated by ethnicity, age, gender, and socioeconomic status), the number of students graduating from high school (disaggregated by ethnicity, age, gender, and socioeconomic status), and additional criteria selected by the applicant and agreed to by the commissioner. The TEA will provide notice to applicants and additional instructions for completion of reports at least 45 days before the date a report is due, or as soon as possible, in order to give school districts and charter schools adequate time to prepare and submit the reports to the TEA. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

## Provisions of Agreement

### Article I – Parties to Agreement

This agreement is entered into by and between the Texas Education Agency, an agency of the State of Texas, hereinafter referred to as the “TEA,” and

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(Legal Name of School District or Open-Enrollment Charter School)

located at

---

(Physical Address)

hereinafter referred to as “district.”

### Article II – Period of Agreement

The period of the agreement, as detailed by participating campus in **Appendix 5**, is for a maximum of one (1) school year plus an additional thirty (30) school days if the district is applying for credit recovery. **Note that the agreement term is subject to annual renewal.**

### Article III – Purpose of Agreement

The district must perform all the functions and duties set out in the agreement, the authorizing program statute, and applicable regulations.

### Article IV – Reporting Requirements

The district may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

### Article V – General and Special Provisions to the Agreement

Attached hereto and made a part hereof by reference is each of the provisions indicated below with an “X” beside it:

- Appendix One, Assurances
- Appendix Two, Board Approval
- Appendix Three, Attendance and Compliance Procedures of Proposed Program (Attach PDF File)
- Appendix Four, Contact Sheet
- Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement (Attach Excel File)

## Article VI – Application Process

- For questions or assistance regarding this application, email [opfex@tea.texas.gov](mailto:opfex@tea.texas.gov) or call 512-463-9294.
- Applications should be submitted 30 days prior to the start of the program. Start date(s) on Appendix 5 should be at least thirty (30) days after the application is submitted.
- Applications submitted by July 15th should be approved by August 15th.
- Email the complete application and attachments to: [opfex@tea.texas.gov](mailto:opfex@tea.texas.gov).
- Email subject line should indicate: OFSDP Application - District Name, County District Number

## Article VII – Agreement

AGREED and accepted on behalf of the school district or open-enrollment charter school to be effective on the earliest date written above by a person authorized to bind the district.

Typed Name \_\_\_\_\_

\_\_\_\_\_ Authorized Signature

Typed Title \_\_\_\_\_

## Appendix One Assurances

The definition of terms of the application applies to this Appendix One, Assurances. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX ONE. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.**

The district agrees to enroll only eligible students to participate in an OFSDP authorized under this application. A student is eligible to participate in an OFSDP authorized under the TEC, §29.0822, if:

1. the student meets one of the following conditions:
  - the student is at risk of dropping out of school, as defined by the [TEC, §29.081](#); or
  - the student is attending a campus implementing an approved innovative campus plan; or
  - the student is attending a community-based dropout recovery education program, as defined by the [TEC, §29.081\(e-1\) or \(e-2\)](#); or
  - the student is attending a campus with an approved early college high school program designation as defined by the [TEC, §29.908](#); or
  - the student, as a result of attendance requirements under the [TEC, §25.092](#), will be denied credit for one or more classes in which the student has been enrolled.

and

2. there is an agreement in writing to the student’s participation
  - by the student, if the student is over 18 years of age; or
  - by the student and the student’s parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

The district agrees:

1. to administer mandatory assessment instruments during the regular assessment cycle to students enrolled in OFSDPs;
2. to ensure all instructional materials and facilities are comparable or exceed the required standards for students in similar programs;
3. that the students participating in an OFSDP will not be isolated from other academic and vocational programs of the school district and that all students will have access to school counselors for pre- and post-entry counseling, academic or personal counseling, and career counseling;
4. to provide faculty and administrators with baccalaureate or advanced degrees, highly qualified staff, and certified teachers as required by 19 Texas Administrative Code §129.1027 for the program;
5. to adopt a policy that does not penalize students participating in an OFSDP in accordance with the 90% rule (TEC, §25.092[a]) or the 75% to 90% rule for class credit (TEC, §25.092[a-1]);
6. to adopt a policy to require students to attend regularly scheduled instruction for the OFSDP with penalties for nonattendance including filing truancy charges, if appropriate;
7. to track the number of minutes the student receives instruction each day and to comply with applicable sections of the [Student Attendance Accounting Handbook](#).

8. to comply with all reporting requirements established by the TEA;
9. not to discriminate based on disability, race, color, national origin, religion, or sex; and
10. to prohibit a student participating in an OFSDP from participating in a competition or other activity sanctioned or conducted under the authority of the UIL unless the student meets all UIL eligibility requirements.

**AGREED** and accepted terms and conditions of Appendix One on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.

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Name, Title, and Telephone Number of School Board President

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Signature of School Board President

Date

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Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

---

Signature of Person Authorized to Bind the District or Charter School

Date

**Appendix Two**  
**Board Approval**

The definition of terms of the application applies to this Appendix Two, Board Approval. The school district or open-enrollment charter school hereinafter called "district" does hereby certify and agree to the following conditions of the agreement.

**PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX ONE. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.**

1. The board of trustees of the school district or the governing board of the open-enrollment charter school **agrees to include the OFSDP as an item on the agenda** concerning the proposed application.
2. The board of trustees of the school district or the governing board of the open-enrollment charter school must discuss the progress of the program before applying to operate an OFSDP.

The proposed OFSDP application was on the agenda and discussed at the board meeting conducted on:

Month: \_\_\_\_\_

Day: \_\_\_\_\_

Year: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

**AGREED** and accepted on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.

\_\_\_\_\_  
Name, Title, and Telephone Number of School Board President

\_\_\_\_\_  
Signature of School Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

\_\_\_\_\_  
Signature of Person Authorized to Bind the District or Charter School

\_\_\_\_\_  
Date

## Appendix Three Attendance and Compliance Procedures of Proposed Program

The definition of terms of the application applies to this Appendix Three, Attendance Procedures of Proposed Program. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**PAGE LIMIT: SUBMIT A SEPARATE PDF TO CONCISELY PROVIDE THE INFORMATION BELOW, LABELED WITH THE CORRESPONDING NUMBER, FOR APPENDIX THREE. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.**

1. Indicate the expected start date of the district’s OFSDP.
2. Indicate the estimated number of OFSDP students that will be served per teacher.
3. **If** the OFSDP program will offer special education, career and technology education, pregnancy related services or bilingual education, indicate how services will be provided, the teacher certification standards in each program area, and how services will comply with the [Student Attendance Accounting Handbook](#).
4. OFSDP requires a teacher of record to record the actual number of students’ instructional minutes on any given day. Explain the following:
  - a. How the classroom teacher will verify the number of instructional minutes a student receives each day.
  - b. How the district will make sure that minutes for students who did not attend a minimum of 45 minutes on a particular day are not reported for funding.
  - c. How the district will ensure that students transferring from the traditional program (ADA Codes 0-6) to OFSDP (ADA Codes 7-8) will not generate more than one ADA in total for the school year and that students will not receive more than 10,800 minutes per course. It is recommended that the district apply the following formula to determine the maximum OFSDP minutes a student is eligible = (Calendar School Days - Traditional Days Present x 240).
  - d. How the district will ensure that attendance practices and records comply with Sections 2.2.3 and 11.6 of the [Student Attendance Accounting Handbook](#).
  - e. How Student Detail Audit reports for the OFSDP track will be reviewed and certified each six-week attendance reporting period.

**NOTE: absences and days present do not exist in the OFSDP**

5. **If** students are attending a community-based dropout recovery education program offered online as defined by TEC, §29.081 (e-2), must include the following:
  - a. Describe the curriculum credentials, certifications, or other course offerings that relate directly to employment opportunities in the state.
  - b. Describe the individual learning plan or process used to monitor each student’s progress.
  - c. Indicate how students will be served by an academic coach and local advocate.
  - d. Indicate the date of the month that monthly student progress reports will be provided to the student’s school district.
  - e. Describe the educational software utilized and explain how the software will track and certify the number of instructional minutes each student receives each day.

## Appendix Four Contact(s) Sheet

The definition of terms of the application applies to this Appendix Four, Contact Sheet. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement:

**PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX FOUR, CONTACT SHEET. ALL INFORMATION REQUESTED MUST BE INCLUDED WITH THIS FORM.**

### District Contact(s) for the Application

<b>Contact Name:</b>	
<b>District Superintendent or Charter School Chief Operations Officer:</b>	
<b>Mailing Address:</b>	
<b>City, State, Zip Code:</b>	
<b>Telephone Number:</b>	
<b>Alternate Telephone Number:</b>	
<b>Fax Number:</b>	
<b>Email Address:</b>	

<b>Contact Name:</b>	
<b>Email Address:</b>	

<b>Contact Name:</b>	
<b>Email Address:</b>	

<b>Contact Name:</b>	
<b>Email Address:</b>	

***NOTE: Most of the contact for the approved OFSDP is done via email. A valid email address(es) must be submitted on this form. Provide the full name(s) of the person(s) who is (are) the email contact(s) to ensure that the TEA has accurate information.***

**Appendix Five**  
**Participating Campuses, Student Eligibility, and Period of Agreement**

The definition of terms of the application applies to this Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement:

**PAGE LIMIT: SUBMIT NO ADDITIONAL PAGES FOR APPENDIX FIVE, PARTICIPATING CAMPUSES, STUDENT ELIGIBILITY, AND PERIOD OF AGREEMENT. ALL INFORMATION REQUESTED MUST BE INCLUDED ON THIS TEMPLATE AND SUBMITTED IN A SEPARATE EXCEL FILE.**

Download and complete Appendix 5, which can be found on the [OFSDP webpage](#) under the *Applications and Templates* section.

Once completed, email the following to [OPFLEX@tea.texas.gov](mailto:OPFLEX@tea.texas.gov):

1. The application (in PDF file format)
2. Appendix Three (in PDF file format)
3. Appendix Five (in MS Excel file format)



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

<b>MEETING TYPE:</b>		<b>AGENDA ITEM TYPE:</b>	
<input checked="" type="checkbox"/>	Regular Meeting	<input checked="" type="checkbox"/>	Action Item
<input type="checkbox"/>	Special Meeting	<input type="checkbox"/>	Non-Action Item

**BOARD GOALS (check all that apply)**

<b>Academic Goals</b>		<b>Operational Goals</b>	
<input checked="" type="checkbox"/>	Academic Competitiveness	<input checked="" type="checkbox"/>	Promote Community/School Partnerships
	• <input type="checkbox"/> Early Literacy (HB3)	<input checked="" type="checkbox"/>	Fiscal Responsibility
	• <input type="checkbox"/> Early Math (HB3)	<input checked="" type="checkbox"/>	Safe and Secure Schools
	• <input type="checkbox"/> Other		
<input checked="" type="checkbox"/>	Career Certifications (HB3)		

**TITLE:** Approve Local District Update 117, affecting local policies (see attached list)

**RECOMMENDED ACTION:** It is recommended that the Board approve Local District Update 117 as presented

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):** BAA (LEGAL) and BF (LOCAL)

**OVERVIEW:**  
Update 117 includes policy revisions in response to updates to provisions of the Texas Administrative Code and correcting amendments from the federal Department of Education, along with some reorganizations of materials recommended by the Texas Association of School Boards. Local policies may be adopted or amended by a majority of the Board at any regular or special meetings, provided that board members have had advances written notice of the proposed change and that it has been placed on the agenda for such meeting. Local policies become effective upon Board adoption or at a future date designated by the Board at the time of adoption. Board Policy BF (LOCAL)

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** Update 117

**DEPARTMENT(S) SUBMITTING FORM:** Superintendent

**DEPARTMENT SIGNATURE/APPROVAL:** Dr. John Kuhn

# Update 117 Local Policy Overview

May 4, 2021

## Introduction

Update 117 includes recommended (LOCAL) policy revisions concerning the board's delegation of authority to the superintendent to approve purchases or construction in the event of an emergency. Also in this update are substantial revisions recommended to the district's leaves and absences policy.

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 is now in effect.

The 87th Legislative Session is scheduled to end May 31, 2021. Once the June 20 deadline for the governor to sign legislation passes, Policy Service will begin developing policy recommendations that will appear in Update 118, which is scheduled for release in the fall.

## TASB Numbered Update Reminders

You should also review your own district's customized Update 117 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.

## **CH: Purchasing and Acquisition and**

## **CV: Facilities Construction**

The major winter storms earlier this year caused extensive damage to many district facilities. Existing law permits districts to delegate authority to the superintendent to contract for the replacement, construction, or repair of equipment or facilities in the event of a catastrophe, emergency, or natural disaster affecting the district. The superintendent would be able to exercise this authority only if the replacement or repair is necessary for the health and safety of students and staff.

The recommended text at CH(LOCAL) provides this delegation in policy and requires the superintendent to report to the board any contracts made under the delegated authority at the next board meeting. The text also clarifies that the delegation does not permit the superintendent to suspend any

competitive purchasing requirements. As permitted by law, the board would still need to take action to waive competitive purchasing requirements.

At policy CV(LOCAL) we have included a cross-reference to CH(LOCAL) for the emergency delegation text.

Keep in mind that this is an optional delegation that provides flexibility to the district in the event of an emergency, catastrophe, or natural disaster. If the board does not wish to delegate this emergency contracting authority, please contact your policy consultant.

## **DEC: Compensation and Benefits, Leaves and Absences**

DEC(LOCAL) is the policy that governs the district's practices related to leaves and absences. It includes information on whether the district provides local leave, limits on the use of leave, and when concurrent use of leave and compensatory time is required.

TASB Policy Service collaborated with TASB Legal and HR Services in developing the recommended revisions to DEC(LOCAL), which remove administrative details that are not necessary to include in board policy. Many of the removed provisions can be addressed in the employee handbook or in administrative procedures. TASB HR Services has revised its Model Employee Handbook and developed a separate procedural framework to assist districts in documenting these administrative details. The superintendent and designated policy contact can access these resources through their myTASB account. A link is provided in the Update 117 explanatory notes included in the update.

Some of the notable changes to DEC(LOCAL) include:

- We moved provisions related to concurrent use of leave and compensatory time to the sections of the policy addressing temporary disability leave and, if applicable to the district, family medical leave.
- We added a provision that classifies use of state or local leave taken within the first year after a child's birth, adoption, or foster placement as nondiscretionary use of leave. When leave is used for this purpose, it would not be subjected to any limits on duration of leave that are in place when leave is used for a discretionary purpose.
- And we revised provisions addressing requests for discretionary use of leave to permit the district to consider how the duration of the requested absence affects the educational program and district operations.

Given the substantial number of revisions to this policy, we recommend that you closely review the customized explanatory notes to better understand the changes made to your specific DEC(LOCAL).

## **Thank You!**

That covers the local policies in Update 117 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>

# Explanatory Notes

## TASB Localized Policy Manual Update 117

### Mineral Wells ISD

#### **AIC(LEGAL)**

#### **ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS**

Administrative Code provisions amended effective January 5, 2021, address program performance regarding certain special student populations. The rules address supervision and monitoring reviews and require the commissioner to assign districts an annual determination level based on performance of the special student populations.

#### **BBC(LEGAL)**

#### **BOARD MEMBERS: VACANCIES AND REMOVAL FROM OFFICE**

We have streamlined the reference to CH(LEGAL) regarding board member removal for purchasing violations.

#### **BBD(EXHIBIT)**

#### **BOARD MEMBERS: TRAINING AND ORIENTATION**

As approved by the State Board of Education in November 2020, the Framework for School Board Development has been extensively revised.

#### **BJCE(LEGAL)**

#### **SUPERINTENDENT: SUSPENSION/TERMINATION DURING CONTRACT**

Changes to this legally referenced policy on suspension of the superintendent without pay and termination during the contract term were prompted by Administrative Code revisions effective January 11, 2021.

#### **C(LEGAL)**

#### **BUSINESS AND SUPPORT SERVICES**

The C Section table of contents has been revised to rename CHE to Vendor Disclosures and Contracts.

#### **CBB(LEGAL)**

#### **STATE AND FEDERAL REVENUE SOURCES: FEDERAL**

The federal Department of Education issued correcting amendments to the Uniform Guidance for Grants and Agreements, effective February 22, 2021, resulting in a change to the provisions on cooperative purchasing in this legally referenced policy. Citations have also been updated.

#### **CH(LEGAL)**

#### **PURCHASING AND ACQUISITION**

Update 117 includes a reorganization of the purchasing and facilities construction legally referenced policies in the CH and CV series.

As part of the reorganization, we have:

- Added cross-references to other pertinent policy codes to eliminate duplicated material;
- Added existing provisions on site-based purchasing;
- Reordered and adjusted provisions for clarity and to better match statutory wording;
- Moved to CHE(LEGAL) provisions on required vendor disclosures and contract provisions and lobbying restrictions; and
- Moved detailed provisions on competitive bidding to CVA(LEGAL).

Provisions on purchasing recycled products were added from new Administrative Code rules, effective July 2, 2020.

#### **CH(LOCAL)**

#### **PURCHASING AND ACQUISITION**

The major winter storms earlier this year caused extensive damage to many district facilities. Based on district requests for additional flexibility in such emergency circumstances, we recommend a new provision delegating authority to the superintendent to contract for the replacement, construction, or repair of equipment or facilities in the event of a catastrophe, emergency, or natural disaster affecting the district if

# Explanatory Notes

## TASB Localized Policy Manual Update 117

### **Mineral Wells ISD**

emergency replacement, construction, or repair is necessary for the health and safety of district students and staff. The superintendent must report to the board any contracts made under the delegated authority at the next regular meeting.

The recommended text also clarifies that the delegation *does not* permit the superintendent to act under Education Code 44.031(h) to make purchases without following normal competitive purchasing requirements; the board must take action to waive any Chapter 44 provisions in accordance with law.

**The recommended delegation provision is optional. Please carefully review the new text to ensure it aligns with the district's practices and contact the district's policy consultant if your district does not wish to add this provision or has other revisions.**

TASB Legal Services' eSource article *Emergency Management for Texas Public Schools* provides additional information on purchasing in emergency situations.

The *Legal Issues in Update 117* memo describes common legal concerns and best practices specific to this policy topic.

### **CHE(LLEGAL)**

### **PURCHASING AND ACQUISITION: VENDOR DISCLOSURES AND CONTRACTS**

This legally referenced policy has been reorganized to focus on required vendor disclosures and contract provisions. This material has been moved from CH(LLEGAL).

In addition, we have:

- Included references to other pertinent codes and deleted material duplicated at other policy codes; and
- Reordered and adjusted provisions for clarity and to better match statutory wording.

### **CL(LLEGAL)**

### **BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT**

New Administrative Code rules, effective July 2, 2020, prompted revisions to provisions on recycling programs.

Provisions on pool sanitation and safety standards have been streamlined to refer to the relevant legal guidance.

### **CV(LLEGAL)**

### **FACILITIES CONSTRUCTION**

Update 117 includes a reorganization of the purchasing- and construction-related legally referenced policies in the CH and CV series.

As part of the reorganization, we have:

- Added cross-references to other pertinent policy codes to eliminate duplicated material; and
- Reordered and adjusted provisions for flow and to better match statutory wording.

### **CV(LOCAL)**

### **FACILITIES CONSTRUCTION**

For ease of reference and to align with recommended changes at CH(LOCAL) on delegation to the superintendent for emergency contracting, Policy Service recommends adding a Note referring to CH(LOCAL) for those provisions.

The *Legal Issues in Update 117* memo describes common legal concerns and best practices specific to this policy topic.

## Explanatory Notes

### TASB Localized Policy Manual Update 117

#### Mineral Wells ISD

##### CVA(LEGAL)

##### FACILITIES CONSTRUCTION: COMPETITIVE BIDDING

Provisions on identical, competitive bids have been moved from CH(LEGAL). In addition, a provision on making bid evaluations public has been moved to this policy from CV(LEGAL). Other revisions are to delete material duplicated at other policy codes and adjust language for clarity and to better match statutory wording.

##### CVB(LEGAL)

##### FACILITIES CONSTRUCTION: COMPETITIVE SEALED PROPOSALS

A cross-reference has been added to procurement processes included at other policy codes, and duplicated material has been deleted. Other revisions are to adjust language for clarity and to better match statutory wording.

##### CVC(LEGAL)

##### FACILITIES CONSTRUCTION: CONSTRUCTION MANAGER-AGENT

Additional detail has been added regarding the construction manager-agent method. A cross-reference has been added to procurement processes included at other policy codes, and duplicated material has been deleted. Other revisions are to adjust language for clarity and to better match statutory wording.

##### CVD(LEGAL)

##### FACILITIES CONSTRUCTION: CONSTRUCTION MANAGER-AT-RISK

Additional detail has been added regarding the construction manager-at-risk method. A cross-reference has been added to procurement processes included at other policy codes, and duplicated material has been deleted. Other revisions are to adjust language for clarity and to better match statutory wording.

##### CVE(LEGAL)

##### FACILITIES CONSTRUCTION: DESIGN-BUILD

A cross-reference has been added to procurement processes included at other policy codes, duplicated material has been deleted, and provisions have been reordered for flow. Other revisions are to adjust language for clarity and to better match statutory wording.

##### CVF(LEGAL)

##### FACILITIES CONSTRUCTION: JOB ORDER CONTRACTS

A cross-reference has been added to procurement processes included at other policy codes, duplicated material has been deleted, and provisions have been reordered for flow. Other revisions are to adjust language for clarity and to better match statutory wording.

##### DEC(LOCAL)

##### COMPENSATION AND BENEFITS: LEAVES AND ABSENCES

The events of the past year have highlighted the need for additional flexibility regarding administration of leave. TASB Policy, Legal, and HR Services collaborated on the recommended revisions to this policy, which remove administrative details not required to be in board policy and that may be more appropriately addressed elsewhere, such as in the employee handbook.

To support the removal of these administrative details, a new paragraph directs the superintendent to develop administrative regulations to implement the policy. [Remember that BJA(LOCAL) permits the superintendent to delegate this responsibility as appropriate.] In addition, TASB HR Services has:

- Created a corresponding Framework for Developing Leaves and Absences Procedures, with prompts and placeholders for administrative decisions; and
- Revised the 2021–22 *Model Employee Handbook* to address administrative provisions removed from the policy.

Other changes include:

- Updating the definition of *catastrophic illness or injury* to clarify how it applies to the use of leave from the district's sick leave pool.

# Explanatory Notes

## TASB Localized Policy Manual Update 117

### Mineral Wells ISD

- Adding a definition of *school year* that aligns with terminology in the TASB sample contracts and that provides context for references to the term elsewhere in the policy.
- Relocating provisions on concurrent use of leave and compensatory time to the sections addressing temporary disability leave and family and medical leave.
- Streamlining of family and medical leave provisions to eliminate information not necessary in board-adopted policy.
- Adding a clear statement to reflect that the district does not permit paid leave offset in conjunction with workers' compensation benefits.
- Revising terminology from *reimbursement* to *payment* for unused leave to reflect that employees are receiving payment for days of accumulated leave upon retirement.

New recommended provisions on state personal leave clarify that:

- Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.
- In approving or denying requests for the discretionary use of leave, the district will also consider how the duration of the requested absence affects the educational program and district operations.

The *Legal Issues in Update 117* memo describes common legal concerns and best practices specific to [this policy topic](#).

**Please note:** We have revised this policy to reflect that the district's FMLA twelve-month period is measured backward from the date an employee uses FMLA leave.

### EHAA(LLEGAL)

### BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

New Administrative Code rules address the requirement for districts to provide instruction in positive character traits, which can be met through a stand-alone course or by integrating the TEKS into other courses. The rules address the frequency of instruction by grade bands and are effective for the 2021–22 school year.

### EHBA(LLEGAL)

### SPECIAL PROGRAMS: SPECIAL EDUCATION

Revised Administrative Code rules, effective March 14, 2021, address various special education provisions and:

- Provide more detail on instructional arrangements;
- Include a definition of *regular school day* for the purpose of determining the instructional arrangement; and
- Update citations to funding statutes.

### EHBAA(LLEGAL)

### SPECIAL EDUCATION: IDENTIFICATION, EVALUATION, AND ELIGIBILITY

Provisions on a district's obligation to refer for evaluation and the definition of a *child with a disability* have been updated based on revised Administrative Code rules, effective March 14, 2021. Other changes are to better reflect statute.

# Explanatory Notes

## TASB Localized Policy Manual Update 117

### Mineral Wells ISD

#### **EHBAB(LEGAL)**

#### **SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM**

As a result of revised Administrative Code rules effective March 14, 2021, we have updated text regarding establishment of the admission, review, and dismissal (ARD) committee and added a provision addressing a district's overall responsibility for all of the functions of the IEP team and ARD committee. Citations have also been updated.

#### **EHBAC(LEGAL)**

#### **SPECIAL EDUCATION: STUDENTS IN NONDISTRICT PLACEMENT**

From revised Administrative Code rules effective March 14, 2021, we have added a provision requiring the district to notify TEA within 30 calendar days of an ARD committee's decision to place a student in a residential education program.

#### **EHBAD(LEGAL)**

#### **SPECIAL EDUCATION: TRANSITION SERVICES**

Revised Administrative Code rules, effective March 14, 2021, prompted a revision to the graduation provisions and updates to cites throughout this legally referenced policy.

#### **EHBC(LEGAL)**

#### **SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES**

Revisions regarding approval of an optional flexible school day program are from revised Administrative Code rules, effective December 6, 2020.

#### **EIF(LEGAL)**

#### **ACADEMIC ACHIEVEMENT: GRADUATION**

Details have been added on the graduation of students receiving special education services who entered grade nine after the 2014–15 school year. The changes come from revised Administrative Code rules effective March 14, 2021.

In addition, we have replaced detailed provisions on graduation of students receiving special education services who entered grade nine before the 2014–15 school year with a reference to the relevant Administrative Code provision. Citations have been updated throughout.

#### **EKB(LEGAL)**

#### **TESTING PROGRAMS: STATE ASSESSMENT**

In accordance with House Bill 3906 (86th Legislative Session) and effective September 1, 2021, the reference to the separate writing assessment in grades 4 and 7 has been removed.

#### **EL(LEGAL)**

#### **CAMPUS OR PROGRAM CHARTERS**

We have added provisions that a district is entitled to additional state aid if the district was under contract during the 2017–18 school year or is under renewal of such a contract to jointly operate a campus or campus program under Education Code 11.157 (Contracts for Educational Services). Details may be found in revised Administrative Code rules, effective March 30, 2021.

#### **FFAC(LEGAL)**

#### **WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

New Administrative Code rules, effective February 18, 2021, address maintenance and administration of unassigned asthma medication for districts that choose to implement such a program. Contact your policy consultant if your district has a program but lacks local policy provisions.

See FFAC in the *TASB Regulations Resource Manual*.



## (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.

**Contact:**

**School Districts and  
Education Service Centers**

[policy.service@tasb.org](mailto:policy.service@tasb.org)

800.580.7529  
512.467.0222

**Community Colleges**

[colleges@tasb.org](mailto:colleges@tasb.org)

800.580.1488  
512.467.3689

PURCHASING AND ACQUISITION

CH  
(LOCAL)

**Purchasing Authority**

The Board delegates to the Superintendent the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs ~~\$50,000~~ \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.

**Exception for Emergency Contracts**

In the event of a catastrophe, emergency, or natural disaster affecting the District, the Board delegates to the Superintendent the authority to contract for the replacement, construction, or repair of school equipment or facilities in accordance with law, if emergency replacement, construction, or repair is necessary for the health and safety of District students and staff. The Superintendent shall report to the Board at the next regular meeting any contract made under this authority. [See Disaster Exception, CH(LEGAL)]

The delegation regarding emergency contracts does not waive competitive purchasing requirements under Education Code Chapter 44. Only the Board is authorized to waive competitive purchasing requirements under limited circumstances in accordance with Education Code 44.031(h). [See Emergency Damage or Destruction, CH(LEGAL)]

**Purchasing Procedures**

The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]

**Purchasing Method**

The Board delegates to the Superintendent the authority to determine the method of purchasing in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate.

*Competitive Bidding*

If competitive bidding is chosen as the purchasing method, the Superintendent shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted rules. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.

The District may reject any and all bids in accordance with state or federal law, as applicable.

*Competitive Sealed Proposals*

If competitive sealed proposals are chosen as the purchasing method, the Superintendent shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time

PURCHASING AND ACQUISITION

CH  
(LOCAL)

specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The District may reject any and all proposals in accordance with state or federal law, as applicable.

**Electronic Bids or Proposals**

Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

**Responsibility for Debts**

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

**Purchase Commitments**

All purchase commitments shall be made by the Superintendent in accordance with administrative procedures, including the District's purchasing procedures.

**Personal Purchases**

District employees shall not be permitted to make purchases for personal use through the District's business office.

FACILITIES CONSTRUCTION

CV  
(LOCAL)

**Compliance with Law**

The Superintendent shall establish procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

**Construction Contracts**

Prior to advertising, the Board shall determine the project delivery/contract award method to be used for each construction contract valued at or above \$50,000. To assist the Board, the Superintendent shall recommend the project delivery/contract award method that he or she determines provides the best value to the District. [See CV series generally and CBB(LEGAL) for requirements if federal funds are involved.]

For construction contracts valued at or above ~~\$50,000~~ \$50,000, the Superintendent shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH and CBB(LEGAL)]

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**Note:** For provisions regarding delegation of authority for construction contracts in the event of a catastrophe, emergency, or natural disaster affecting the District, see CH(LOCAL).

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**Change Orders**

Change orders permitted by law shall be approved by the Board or its designee prior to any changes being made in the approved plans or the actual construction of the facility.

**Project Administration**

All construction projects shall be administered by the Superintendent or designee.

The Superintendent shall keep the Board informed concerning construction projects and also shall provide information to the general public.

**Final Payment**

The District shall not make final payments for construction or the supervision of construction until the work has been completed and the Board has accepted the work.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Leave  
Administration

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

Definitions

Immediate Family

The term "immediate family" is defined as:

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.

Leave Day

A "leave day" for purposes of earning, ~~using~~ ~~use~~, or recording ~~of~~ leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full-time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

Catastrophic Illness  
or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

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**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

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**Availability**

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

**State Earning Local Leave**

~~An employee shall not earn any local leave when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.~~

**Deductions**

~~Leave Without Pay~~

~~The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.~~

~~Leave Proration~~

~~Employed for  
Less Than Full  
Year~~

If an employee separates from employment with the District before his or her last duty day of the school year, or begins employment after the first duty day of the school year, state personal leave and local leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.:

- ~~1. State personal leave the employee used beyond his or her pro rata entitlement for the school year; and~~
- ~~2. Local leave the employee used but had not earned as of the date of separation.~~

~~Employed for Full  
Year~~

~~If an employee uses more local leave than he or she earned and remains employed with the District through his or her last duty day, the District shall deduct the cost of the excess leave days from the employee's pay in accordance with administrative regulations.~~

**Recording**

~~Leave shall be recorded as follows:~~

- ~~1. Leave shall be recorded in half-day increments for all employees.~~
- ~~2. If the employee is taking intermittent FMLA leave, leave shall be recorded in one-hour increments.~~

**Order of Use**

~~Earned compensatory time shall be used before any available paid state and local leave. [See DEAB]~~

~~Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:~~

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

~~1. State sick leave accumulated before the 1995-96 school year.~~

~~2. Local leave.~~

~~3. State personal leave.~~

~~Use of sick leave pool days shall be permitted only after all available state and local leave has been exhausted.~~

~~Concurrent Use of Leave~~

~~When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.~~

~~The District shall require the employee to use temporary disability leave and paid leave, including compensatory time, concurrently with FMLA leave.~~

~~An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.~~

Medical Certification

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; **or**
- ~~3.~~ The employee requests FMLA leave for the employee's serious health condition; **a serious health condition** ~~or that~~ of the **employee's** spouse, parent, or child; **or**
- ~~4.3.~~ **The employee requests FMLA leave** for military caregiver **leave purposes.**

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

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~~Note: For District contribution to employee insurance during leave, see CRD(LOCAL).~~

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State Personal Leave

The Board requires employees to differentiate the manner in which state personal leave is used. :

**Nondiscretionary** ~~Non-Discretionary~~ Use

- ~~1.4.~~ **Nondiscretionary** ~~Non-discretionary~~ use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

Discretionary Use

~~2.5.~~ Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

*Limitations*

Request for  
Leave

In deciding whether to approve or deny a ~~The employee shall submit a written~~ request for discretionary use of state personal leave, ~~to the immediate supervisor or designee in advance in accordance with administrative regulations. In deciding whether to approve or deny state personal leave, the supervisor or designee~~ shall not seek or consider the reasons for which an employee requests to use leave. The supervisor ~~or designee~~ shall, however, consider the **duration of the requested absence in conjunction with** the effect of the employee's absence on the educational program ~~and~~ District operations, as well as the availability of substitutes.

*Duration of  
Leave*

Discretionary use of state personal leave shall not exceed three consecutive workdays.

Local Leave

**Each employee** ~~All employees~~ shall earn three paid local leave days per school year in accordance with administrative regulations.

Local leave shall accumulate without limit.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

Sick Leave Pool

An employee who has exhausted all paid leave **as well as any applicable compensatory time** and who suffers from a catastrophic illness or injury may request the establishment of a sick leave pool, to which District employees may donate ~~only~~ local leave for use by the eligible employee.

~~If the employee is unable to submit the request, a member of the employee's family or the employee's supervisor may submit the request to establish a sick leave pool.~~

The pool shall cease to exist when the employee no longer needs leave for the purpose requested, uses the maximum number of days allowed under a pool, or exhausts all leave days donated to the sick leave pool.

The Superintendent ~~or designee~~ shall develop regulations for the implementation of the sick leave pool that address the following:

1. Procedures to request the establishment of a sick leave pool;

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

2. The maximum number of days an employee may donate to a sick leave pool;
3. The maximum number of days per school year an eligible employee may receive from a sick leave pool; and
4. The return of unused days to donors.

Appeal

An employee may appeal a decision ~~All decisions~~ regarding the establishment or implementation of the District's sick leave pool ~~may be appealed~~ in accordance with DGBA(LOCAL), beginning with the Superintendent or ~~appropriate administrator~~ ~~designee~~.

Family and Medical Leave

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.

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**Note:** See DECA(LEGAL) for provisions addressing FMLA.

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Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be ~~measured backward from the date an employee uses FMLA leave~~ ~~July 1 through June 30~~.

Combined Leave for Spouses

~~When~~ ~~if~~ both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. ~~[See DECA(LEGAL)]~~

Intermittent or Reduced Schedule Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee. ~~[See DECA(LEGAL) for use of intermittent or reduced schedule leave due to a medical necessity.]~~

Certification of Leave

~~When~~ ~~if~~ an employee requests leave, the employee shall provide certification, ~~in accordance with~~ ~~as required by~~ FMLA regulations, of the need for leave. ~~[See DECA(LEGAL)]~~

Fitness-for-Duty Certification

~~In accordance with administrative regulations, when~~ ~~if~~ an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification. ~~If the District will require certification of the employee's ability to perform essential job functions, the District shall provide a list of essential job functions to the employee with the FMLA designation notice.~~

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

~~Leave at the End of Semester Leave~~

~~When~~ If a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [~~See DECA(LEGAL), Leave at the End of a Semester~~]

~~Failure to Return~~

~~If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District may require reimbursement of premiums paid by the District during the leave. [See DECA(LEGAL), Recovery of Benefit Cost]~~

**Temporary Disability Leave**

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent ~~or designee~~ as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

**Workers' Compensation**

**Note:** Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [~~See CRD(LOCAL) regarding payment of insurance contribution during employee absences.~~]

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

~~No Paid Leave Offset~~

~~The District shall not permit the option~~  
~~An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.~~

~~An employee eligible~~ for paid leave offset in conjunction with workers' compensation income benefits. [See CRE], ~~and not on assault leave, may elect in writing to use paid leave.~~

**Court Appearances**

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Payment Reimbursement for Accumulated Leave Upon Retirement**

The following leave provisions shall apply to state and local leave ~~accumulated~~~~earned~~ beginning on the original effective date of this program.

An employee who retires from the District shall be eligible for ~~payment~~~~reimbursement~~ for ~~accumulated~~ state and local leave under the following conditions:

1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee has at least ten years of service with the District.

The employee shall ~~receive payment~~~~be reimbursed~~ for each day of ~~accumulated~~ state and local leave, at a rate established by the Board. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

**Neutral Absence Control**

If an employee does not return to work after exhausting all available paid and unpaid leave, the District shall provide the employee written notice that he or she no longer has leave available for use. The District shall automatically pursue termination of an employee who has exhausted all available leave, regardless of the reason for the absence [see DF series]. The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination. If terminated, the employee may apply for reemployment with the District.



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

**AGENDA ITEM TYPE:**

- Regular Meeting
- Special Meeting

- Action Item
- Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

**Operational Goals**

- Academic Competitiveness
  - Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

- Promote Community/School Partnerships
- Fiscal Responsibility
- Safe and Secure Schools

**TITLE:** Consider Endorsement of Region 11 Candidate for TASB Board Position

**RECOMMENDED ACTION:** It is recommended that the MWISD Board endorse a candidate to fill a position on the TASB Board of Directors.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):** Board Policy BAA(LEGAL)

**OVERVIEW:**

Attached is the TASB Overview: 2021 Nomination information which lists candidates for positions on the TASB Board. These individuals have been nominated by their local boards for TASB Board positions which are vacant or have expiring terms.

Between Saturday, July 3, 2021, and Monday, August 30, 2021, the MWISD Board is invited to endorse a candidate for each position in your Region.

If a majority of the Active Members of the Region endorses a candidate, that individual will be elected to the TASB Board. If at least 25 percent, but not a majority, endorse the candidate, that individual will be included on the official ballot at the TASB Delegate Assembly. The nomination from the individual's local school board is counted as an endorsement.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** TASB Overview 2020 Nomination Information

**DEPARTMENT(S) SUBMITTING FORM:** Superintendent

**DEPARTMENT SIGNATURE/APPROVAL:** Dr. John Kuhn

Region, Open Position	Candidate/District	Total Endorsements Received
<b>Region 1, Position A</b> Currently held by Jesus Amaya (Los Fresnos CISD) Total active members in Region=39 Endorsements required for 25 percent=10 Endorsements required for Majority=20	<b>Jesus Amaya (Los Fresnos CISD) (I)</b> <a href="#">Brief Bio</a>	1
	<b>Ricardo Pedraza (Pharr-San Juan-Alamo ISD)</b> <a href="#">Brief Bio</a>	1
	<b>Roberto Perez (Donna ISD)</b> <a href="#">Brief Bio</a>	1
<b>Region 1, Position B</b> Currently held by Sylvia Sánchez Garza (South Texas ISD) Total active members in Region=39 Endorsements required for 25 percent=10 Endorsements required for Majority=20	<b>Sylvia Sánchez Garza (South Texas ISD) (I)</b> <a href="#">Brief Bio</a>	1
<b>Region 3</b> Currently held by Demetrio Garcia (Kenedy ISD-Karnes County) Total active members in Region=40 Endorsements required for 25 percent=10 Endorsements required for Majority=21	<b>Tami Keeling (Victoria ISD)</b> <a href="#">Brief Bio</a>	1
<b>Region 4, Position A</b> Currently held by Georgan Reitmeier (Klein ISD) Total active members in Region=50 Endorsements required for 25 percent=13 Endorsements required for Majority=26	<b>Georgan Reitmeier (Klein ISD) (I)</b> <a href="#">Brief Bio</a>	1

Region, Open Position	Candidate/District	Total Endorsements Received
<p><b>Region 4, Position B</b></p> <p>Currently vacant  Total active members in Region=50  Endorsements required for 25 percent=13  Endorsements required for Majority=26</p>	<p><b>Darlene Breaux (Alief ISD)</b>  <a href="#">Brief Bio</a></p>	<p><b>1</b></p>
<p><b>Region 4, Position C</b></p> <p>Currently held by Tony Hopkins (Friendswood ISD)  Total active members in Region=50  Endorsements required for 25 percent=13  Endorsements required for Majority=26</p>	<p><b>Tony Hopkins (Friendswood ISD) (I)</b>  <a href="#">Brief Bio</a></p>	<p><b>1</b></p>
<p><b>Region 4, Position E*</b></p> <p>Dawn Champagne (Katy ISD)  <i>According to the TASB Bylaws, this District is designated as a Large District. For TASB Director nominations, Large Districts are treated as Association Regions and, therefore, do not participate in the endorsement process. A Large District's local board nomination constitutes a majority.</i></p>	<p><b>Dawn Champagne (Katy ISD) (I)</b>  <a href="#">Brief Bio</a></p>	
<p><b>Region 4, Position F*</b></p> <p>Bob Covey (Cypress-Fairbanks ISD)  <i>According to the TASB Bylaws, this District is designated as a Large District. For TASB Director nominations, Large Districts are treated as Association Regions and, therefore, do not participate in the endorsement process. A Large District's local board nomination constitutes a majority.</i></p>	<p><b>Bob Covey (Cypress-Fairbanks ISD) (I)</b>  <a href="#">Brief Bio</a></p>	

Region, Open Position	Candidate/District	Total Endorsements Received
<p><b>Region 5</b></p> <p>Currently held by Nicholas Phillips (Nederland ISD)  Total active members in Region=<b>34</b>  Endorsements required for 25 percent=<b>9</b>  Endorsements required for Majority=<b>18</b></p>	<p><b>Nicholas Phillips (Nederland ISD) (I)</b>  <a href="#">Brief Bio</a></p>	<p><b>1</b></p>
<p><b>Region 7</b></p> <p>Currently held by Tony Raymond (Sabine ISD)  Total active members in Region=<b>96</b>  Endorsements required for 25 percent=<b>24</b>  Endorsements required for Majority=<b>49</b></p>	<p><b>Ben Donald (Carthage ISD)</b>  <a href="#">Brief Bio</a></p> <p><b>Tony Raymond (Sabine ISD) (I)</b>  <a href="#">Brief Bio</a></p>	<p><b>1</b></p> <p><b>1</b></p>
<p><b>Region 10, Position E*</b></p> <p>Debbie Gillespie (Frisco ISD)  <i>According to the TASB Bylaws, this District is designated as a Large District. For TASB Director nominations, Large Districts are treated as Association Regions and, therefore, do not participate in the endorsement process. A Large District's local board nomination constitutes a majority.</i></p>	<p><b>Debbie Gillespie (Frisco ISD)</b>  <a href="#">Brief Bio</a></p>	
<p><b>Region 11, Position D</b></p> <p>Currently held by Corinne French (Valley View ISD-Cooke County)  Total active members in Region=<b>77</b>  Endorsements required for 25 percent=<b>19</b>  Endorsements required for Majority=<b>39</b></p>	<p><b>Corinne French (Valley View ISD-Cooke County) (I)</b>  <a href="#">Brief Bio</a></p> <p><b>Paula McDonald (Granbury ISD)</b>  <a href="#">Brief Bio</a></p>	<p><b>1</b></p> <p><b>1</b></p>

Region, Open Position	Candidate/District	Total Endorsements Received
<b>Region 12</b> Currently held by Mildred Watkins (La Vega ISD) Total active members in Region=77 Endorsements required for 25 percent=19 Endorsements required for Majority=39	<b>Mildred Watkins (La Vega ISD) (I)</b> <a href="#">Brief Bio</a>	<b>1</b>

<b>Region 13, Position A*</b> Yasmin Wagner (Austin ISD) <i>According to the TASB Bylaws, this District is designated as a Large District. For TASB Director nominations, Large Districts are treated as Association Regions and, therefore, do not participate in the endorsement process. A Large District's local board nomination constitutes a majority.</i>	<b>Yasmin Wagner (Austin ISD) (I)</b> <a href="#">Brief Bio</a>	
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<b>Region 13, Position C</b> Currently held by Vernagene Mott (Pflugerville ISD) Total active members in Region=55 Endorsements required for 25 percent=14 Endorsements required for Majority=28	<b>Bryan Holubec (Thrall ISD)</b> <a href="#">Brief Bio</a>	<b>1</b>
	<b>Kathy Major (Liberty Hill ISD)</b> <a href="#">Brief Bio</a>	<b>1</b>
	<b>Rena Mitchell (Pflugerville ISD)</b> <a href="#">Brief Bio</a>	<b>1</b>
	<b>Terrence Owens (Hutto ISD)</b> <a href="#">Brief Bio</a>	<b>1</b>

Region, Open Position	Candidate/District	Total Endorsements Received
<b>Region 17</b> Currently held by Kay Alley (Crosbyton CISD) Total active members in Region=58 Endorsements required for 25 percent=15 Endorsements required for Majority=30	<b>Amanda Bass (Plainview ISD)</b> <a href="#">Brief Bio</a>	1
	<b>Carlos Bentancourt (Slaton ISD)</b> <a href="#">Brief Bio</a>	1
<b>Region 18</b> Currently held by Steve Brown (Ector County ISD) Total active members in Region=34 Endorsements required for 25 percent=9 Endorsements required for Majority=18	<b>Steve Brown (Ector County ISD) (I)</b> <a href="#">Brief Bio</a>	1
<b>Region 19</b> Currently held by Armando Rodriguez (Canutillo ISD) Total active members in Region=13 Endorsements required for 25 percent=3 Endorsements required for Majority=7	<b>Marlene Bullard (Tornillo ISD)</b> <a href="#">Brief Bio</a>	1
	<b>Armando Rodriguez (Canutillo ISD) (I)</b> <a href="#">Brief Bio</a>	1
<b>Region 20, Position E*</b> Candidate (North East ISD) <i>According to the TASB Bylaws, this District is designated as a Large District. For TASB Director nominations, Large Districts are treated as Association Regions and, therefore, do not participate in the endorsement process. A Large District's local board nomination constitutes a majority.</i>	<b>Terri Williams (North East ISD)</b> <a href="#">Brief Bio</a>	

\* Large District Position

(I) Incumbent that has indicated that they will be seeking reelection



# TASB ENDORSEMENT FORM

DATE: \_\_\_\_\_

Our school board endorses the candidacy of the following individual nominated to fill a position on the TASB Board of Directors.

## CANDIDATE INFORMATION

NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

This endorsement was approved by our school district's board of trustees at a duly called meeting on

\_\_\_\_\_  
(Date)

Best regards,

\_\_\_\_\_  
(Signature of board president or officer)

PRINTED NAME: \_\_\_\_\_

SCHOOL DISTRICT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

This form is to be used to endorse a nominated individual from a board of trustees within your TASB Region who is a timely candidate for a position on the TASB Board of Directors.

**Must be received by TASB on or before AUGUST 30, 2021.**

**RETURN TO: E-mail: [boardcommunications@tasb.org](mailto:boardcommunications@tasb.org)  
FAX: 512.467.3554**



# BOARD OF TRUSTEES Agenda Item

MEETING DATE: July 12, 2021

**MEETING TYPE:**

- Regular Meeting  
 Special Meeting

**AGENDA ITEM TYPE:**

- Action Item  
 Non-Action Item

**BOARD GOALS (check all that apply)**

**Academic Goals**

- Academic Competitiveness
- Early Literacy (HB3)
  - Early Math (HB3)
  - Other
- Career Certifications (HB3)

**Operational Goals**

- Promote Community/School Partnerships  
 Fiscal Responsibility  
 Safe and Secure Schools

**TITLE:** Calendars for July and August

**RECOMMENDED ACTION:** This item for information only.

**BOARD POLICY/STATE REGULATION/LAW REFERENCE (if applicable):**

**OVERVIEW:**

See attached calendars.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:** July and August Calendars

**DEPARTMENT(S) SUBMITTING FORM:** Superintendent

**DEPARTMENT SIGNATURE/APPROVAL:** Dr. John Kuhn

## July 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b>	<b>2</b>	<b>3</b>
				Ram Youth Basketball Camp 8-12		
<b>4</b>	<b>5</b>	<b>6</b>	MWHS Percussion Sectionals 8:00 a.m.	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>  Board Workshop 5:30p / Regular Meeting 7:00p	MWHS & MWJH Strength & Conditioning Skills Camp 8:00 - 9:30	MWHS Percussion Sectionals 8:00 a.m.	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
	MWHS Leadership/Percussion Camp 8-5		MWHS Percussion & Freshman Camp 8-5			
		MWHS & MWJH Strength & Conditioning Skills Camp 8:00 - 9:30				
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>
	MWHS Full and Practice 8:00 a.m. - 5:00 p.m.					

# August 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	
	MWHS Full Band Practice 8:00 a.m. - 5:00 p.m.						
		Little Rams Cheer Camp (1st-6th) 5:00 p.m. - 8:00 p.m.			Freshman Orientation and Schedule pick-up 6:00 p.m.	Meet the Rams (volleyball) 8:00 a.m. New Teacher Training 9:00-10-12 Schedule & Chromebook Pickup 12:00 10-12 Schedule & Chromebook Pickup	8:00 a.m. Super Saturday Band
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	
	MWHS Full Band Practice 8:00 a.m. - 5:00 p.m.						
	8:00 a.m. New Teacher Training	Professional Development 8:00 a.m. - 4:00 p.m.					
	<b>Board Workshop 5:30p / Regular Meeting 7:00p</b>	7:00 a.m. MW Chamber of Commerce Breakfast 5:00 p.m. 7th Gr. Schedule & Chromebook Pickup					
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	
	Staff Workday 8:00 a.m. - 4:00 p.m.		Beginning of 1st Six Weeks				
	9:00 a.m. 8th Gr Schedule & Chromebook Pickup 5:00 p.m. Houston Elementary Meet the Teacher 5:30 p.m. Travis Elementary Meet the Teacher	9:30 a.m. Pre-K Orientation 1:30 p.m. Pre-K Meet the Teacher 5:00 p.m. Lamar Meet the Teacher	7:00 a.m. MWISD First Day of School Welcome Back!				
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	
<b>29</b>	<b>30</b>	<b>31</b>					