

Marble Falls ISD
has an unyielding commitment
to love every child and inspire
them to achieve their fullest
potential.



**Marble Falls ISD
Regular Meeting**

**Monday, June 26, 2017
6:00 PM**

**AGENDA OF REGULAR MEETING
 MARBLE FALLS INDEPENDENT SCHOOL DISTRICT
 BOARD OF TRUSTEES
 MONDAY, JUNE 26, 2017 – 6:00 PM
 Marble Falls ISD Central Office Community Room**

Notice is hereby given that on June 26, 2017, the Board of Trustees of the Marble Falls Independent School District will hold a Regular meeting at 6:00 PM, at the Marble Falls ISD Central Office Community Room, 1800 Colt Circle, Marble Falls, TX 78654.

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

1. Call to Order
 Presenter: Kevin Naumann, President
2. Roll Call
 Presenter: Kevin Naumann, President
3. Invocation
 Presenter: Dr. Chris Allen
4. Pledge to the Flags
 Presenter: Karl Westerman
5. Vision Statement
 Presenter: Kevin Virdell
6. Special Recognitions
 - A. Living the Vision- Marble Falls Middle School
 Presenter: Roger Barr
 - B. Retirement- Sharon Oldham
 Presenter: Jeff Gasaway
7. Public Hearing
 - A. 2017-18 School Year Budget 4
 Presenter: Lisa LeMon
8. Citizen Comments
9. Information Items
 - A. General Fund Summary 21
 - B. Expenditure Report 22
10. Presentation/Discussion Items and Possible Action
 - A. Choir Out-of-State Trip Request 38
 Presenter: Bryce Gage
 - B. Proposed Policy Amendment: FNF (Local) and CE (Local) 40
 Presenter: Jeff Gasaway
 - C. Bid Proposal for Student Drug-testing Service Provider 49
 Presenter: Jeff Gasaway
 - D. Student Handbook, Code of Conduct and Extracurricular Handbook 61
 Presenter: Jeff Gasaway
 - E. TASB Survey Results 111

Presenter: Jeff Gasaway	
F. Elections Contract and Joint Election Agreement for May 2018 School Board Election	179
Presenter: Jeff Gasaway	
G. Policy Update 108: affecting local policies EF, EFA, EFAA, EHDB, EIF, EL and GKB	192
Presenter: Dr. Chris Allen	
H. VI Contract Expenditures for 2017-2018	193
Presenter: Dr. Susan Maughan	
I. PWCP Inter Local Agreement and 3-year Agreement	197
Presenter: Jeff Gasaway	
11. Consider and Possible Approval of Action	
A. Consent	
1. Minutes from Regular Board Meeting held on May 15, 2017	201
2. Minutes from Special Board Meeting held on June 5, 2017	205
3. Budget Amendments	208
Presenter: Lisa LeMon	
4. Engagement Letter with West, Davis & Company, Auditors	212
B. Refresh of Student and Teacher Devices	223
C. 2017-2018 School Year Budget	234
12. Upcoming Meetings and Board Training Opportunities	
A. Monday, July 17, 2017 - Regular Board Meeting	
B. Wednesday, August 9, 2017 - Special Board Meeting	
C. Monday, August 21, 2017 - Regular Board Meeting	
13. Executive Session	
A. Discussion of Professional Personnel (TX Govt. Code 551.074)	
B. Discussion of Real Property (TX Govt. Code 551.072)	
C. Deliberation and Consideration Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee — Candidates for Board Vacancy (TX Govt. Code 551.074)	
14. Reconvene from Executive Session	
15. Discussion and Possible Approval of Action Arising from Executive Session	
A. Possible Approval of Professional Personnel	
B. Possible Approval of Candidate for Board Vacancy	
16. Adjourn	

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LEGAL)]

Dr. Chris Allen, Superintendent of Schools



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		



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Marble Falls ISD 2017-18 Proposed Budget

June 26, 2017

MFISD

Vision Statement

Marble Falls ISD has an unyielding commitment to love every child and inspire them to achieve their fullest potential.



Agenda

- Budget Beliefs
- Budget Considerations
- Revenue Summary
- Expenditure Summaries
- Expenditure Highlights
- Child Nutrition Summary
- Debt Service Summary

Budget Beliefs

- A budget should be a numerical representation of the District's vision
- A student is best served when
 - He/she is served by a high quality teacher
 - He/she has increased time on task
- In the perfect world, the budget is perfectly balanced
 - Not a deficit budget
 - Not a surplus

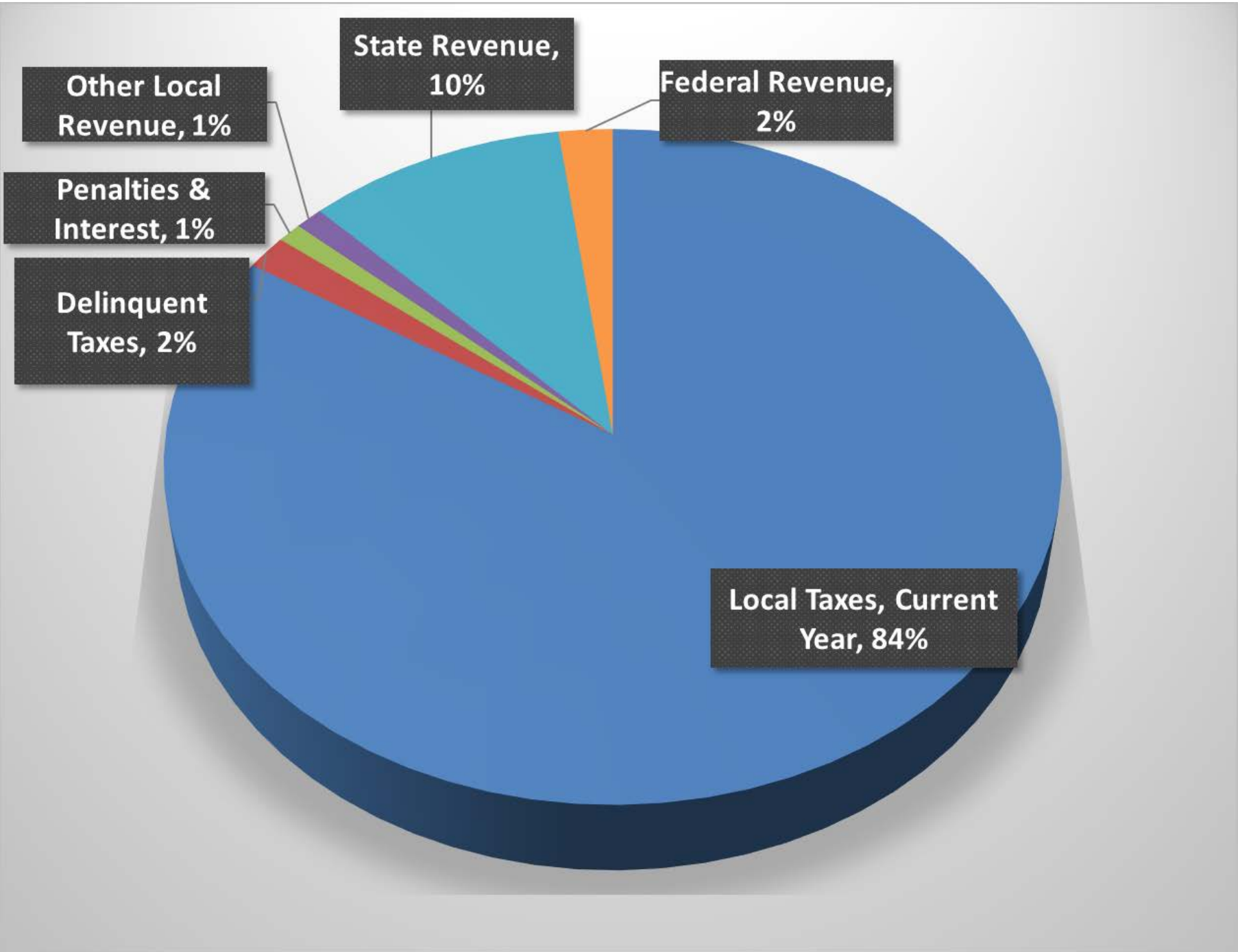
Budget Considerations

- This budget assumes:
 - A tax rate of \$1.2786 total (\$1.0533 M & O and \$0.2253 I & S)
 - Property tax values per Certified Estimate received in April - \$2.9 Billion, an increase of 2.75%
 - ADA of 3968, an increase of 9 ADA
 - Payroll increase of 3% with additional market adjustments plus an additional \$25 per month on the health insurance benefit
 - Additional positions for program and/or enrollment growth
- Budget is balanced

Revenue Summary

Object	Description	2016-17 Adopted Budget	2016-17 Revised Budget	2016-17 Projected Actuals	2017-18 Proposed Budget	% Change
5711	Local Taxes, Current Year	32,965,310	33,909,082	33,676,790	35,104,598	4%
5712	Delinquent Taxes	700,000	700,000	726,521	700,000	0%
5719	Penalties & Interest	400,000	400,000	346,550	400,000	0%
5700	Other Local Revenue	403,715	497,625	572,864	463,215	-7%
5800	State Revenue	4,168,075	4,238,395	4,389,136	4,280,268	1%
5900	Federal Revenue	890,000	890,000	928,507	890,000	0%
	Totals	39,527,100	40,635,102	40,640,369	41,838,081	3%

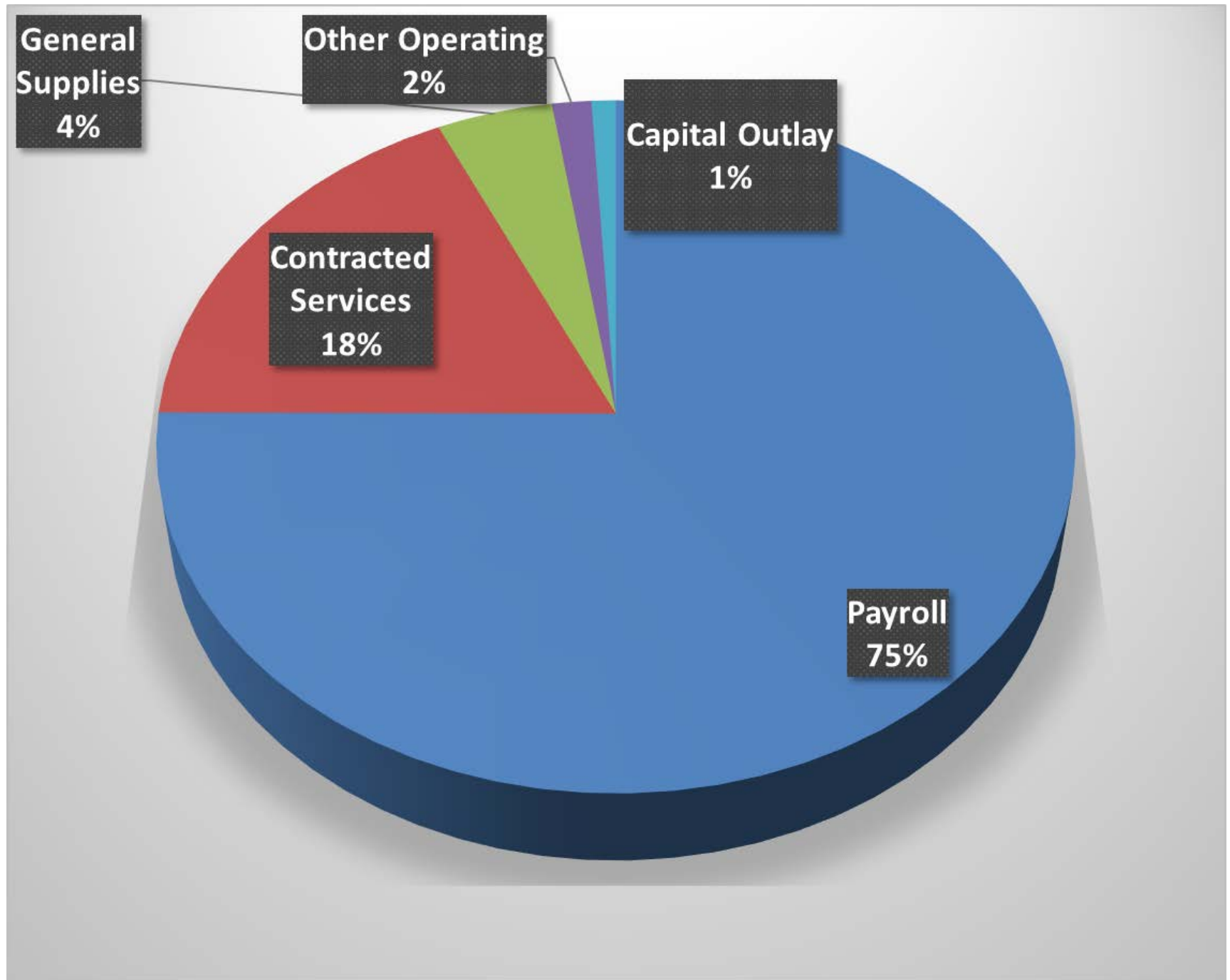
Revenue



Expenditure Summary (by object)

Object	Description	2016-17 Adopted Budget	2016-17 Revised Budget	2016-17 Projected Actuals	2017-18 Proposed Budget	% Change
6100	Payroll	29,904,559	30,264,614	29,949,973	31,401,457	4%
6200	Contracted Services	7,039,863	7,814,277	7,197,991	7,538,411	-4%
6300	General Supplies	1,793,162	2,119,787	1,945,212	1,870,053	-12%
6400	Other Operating	719,279	732,969	590,412	635,040	-13%
6600	Capital Outlay	70,237	767,393	874,118	393,120	-49%
	Totals	39,527,100	41,699,039	40,557,706	41,838,081	0.3%

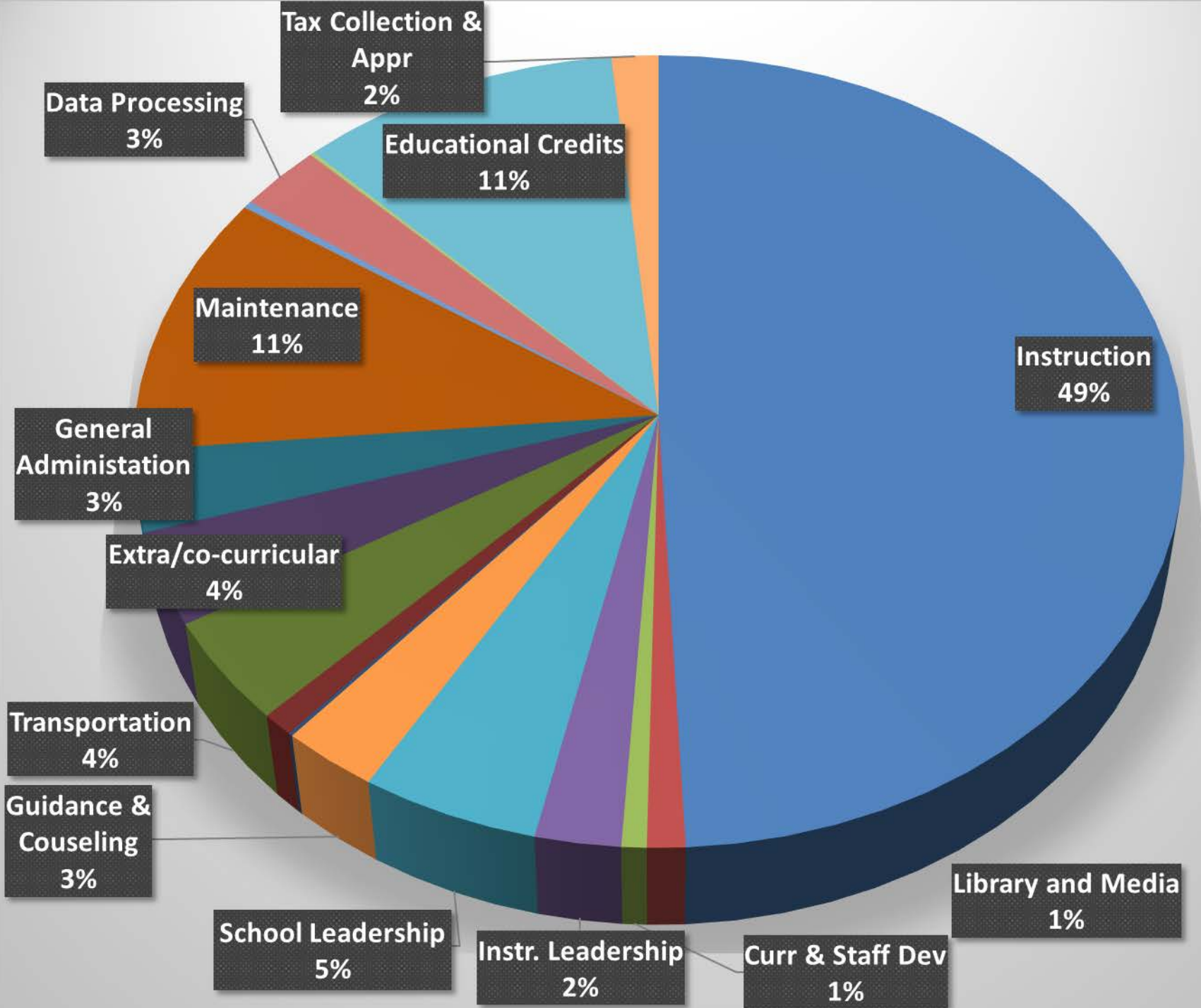
Expenditures by Object



Expenditure Summary by Function

Function	Description	2016-17 Adopted Budget	2016-17 Revised Budget	2017-18 Proposed Budget	% Change
Expenditures:					
11	Instruction	19,690,358	20,134,712	20,604,121	2%
12	Library and Media	433,153	430,558	451,603	5%
13	Curr & Staff Dev	577,672	597,206	295,678	-50%
21	Instr. Leadership	946,944	951,948	1,015,981	7%
23	School Leadership	2,074,692	2,088,620	2,121,092	2%
31	Guidance & Counseling	1,057,310	1,053,303	1,152,140	9%
32	Social Work	48,817	48,894	50,412	3%
33	Health Services	388,803	386,566	384,749	-0.5%
34	Transportation	1,630,983	2,023,723	1,759,622	-13%
36	Extra/co-curricular	1,563,471	1,757,735	1,577,279	-10%
41	General Administration	1,209,943	1,262,844	1,373,728	9%
51	Maintenance	4,380,694	4,672,645	4,512,223	-3%
52	Security	120,217	114,894	130,112	13%
53	Data Processing	1,194,652	1,877,594	1,170,313	-38%
61	Community Svcs	59,691	60,103	57,114	-5%
81	Building and Impr	-	-	-	0%
91	Educational Credits	3,499,700	3,588,696	4,521,914	26%
99	Tax Collection & Appr	650,000	650,000	660,000	2%
	Totals	39,527,100	41,700,040	41,838,081	0.3%

Expenditures by Function



Expenditure Highlights

- Payroll Costs include:
 - salaries for each job category including 3% general pay increase and market adjustments
 - \$25/month additional health insurance benefit
- Operating Costs include:
 - Campus Allocations
 - Department Allocations
 - District Wide Expenditures
 - Recapture

Expenditure Highlights, continued

- Other Large Items
 - Electricity
 - Fuel
 - Appraisal District and Tax Collections
- Capital Outlay
 - 2 Buses
 - Facility Improvements

General Fund Recap

	2016-17 Adopted Budget	2016-17 Revised Budget	2016-17 Projected Year End	2017-18 Proposed Budget	% Change
Revenue:					
Total	\$ <u>39,527,100</u>	\$ <u>40,635,102</u>	\$ <u>40,639,308</u>	\$ <u>41,838,081</u>	3%
Expenditures:					
Total	\$ <u>39,527,100</u>	\$ <u>41,699,039</u>	\$ <u>40,557,706</u>	\$ <u>41,838,081</u>	0.3%
Total Other Resources & Uses	\$ -	\$ -	\$ (3,939)	\$ -	
Net Inc (Dec) to Fund Balance	\$ -	\$ (1,063,937)	\$ 77,663	\$ -	
Beginning Fund Balance, 7/1	\$ 13,815,544	\$ 13,815,544	\$ 13,815,544	\$ 13,893,207	
Ending Fund Balance, 6/30	\$ <u><u>13,815,544</u></u>	\$ <u><u>12,751,607</u></u>	\$ <u><u>13,893,207</u></u>	\$ <u><u>13,893,207</u></u>	

Child Nutrition

		2016-17 Adopted Budget	2016-17 Revised Budget	2016-17 Projected Actuals	2017-18 Proposed Budget	% Change
Revenue:						
5700	Local Revenues	\$ 608,656	\$ 608,656	\$ 655,368	\$ 695,140	14%
5800	State Revenues	12,000	12,000	11,621	11,621	-3%
5900	Federal Revenues	1,708,914	1,708,914	1,452,703	1,815,468	6%
Total		<u>\$ 2,329,570</u>	<u>\$ 2,329,570</u>	<u>\$ 2,119,692</u>	<u>\$ 2,522,229</u>	8%
Expenditures:						
6100	Payroll	\$ 887,770	\$ 887,770	\$ 845,151	\$ 942,819	6%
6200	Contracted Svcs	114,355	89,355	54,037	92,969	4%
6300	Supplies	1,264,211	1,289,211	1,207,060	1,399,810	9%
6400	Other Operating	17,150	17,150	12,075	16,438	-4%
6600	Capital Outlay	-	-	-	-	0%
Total		<u>\$ 2,283,486</u>	<u>\$ 2,283,486</u>	<u>\$ 2,118,323</u>	<u>\$ 2,452,036</u>	7%
Net Inc (Dec) to Fund Balance		\$ 46,084	\$ 46,084	\$ 1,368	\$ 70,193	
Beginning Fund Balance, 7/1		\$ 504,149	\$ 504,149	\$ 504,149	\$ 505,517	
Ending Fund Balance, 6/30		<u>\$ 550,233</u>	<u>\$ 550,233</u>	<u>\$ 505,517</u>	<u>\$ 575,710</u>	

Debt Service

		2016-17 Adopted Budget	2016-17 Revised Budget	2016-17 Projected Actuals	2017-18 Proposed Budget	% Change
Revenue:						
5700	Local Revenues	7,482,907	7,689,660	7,538,213	7,693,635	0.1%
5800	State Revenues	119,179	119,179	114,144	108,975	-9%
5900	Federal Revenues	-	-	-	-	0%
Total		7,602,086	7,808,839	7,652,357	7,802,610	-0.08%
Expenditures:						
6100	Payroll	-	-	-	-	
6200	Contracted Svcs	-	-	-	-	
6300	Supplies	-	-	-	-	
6400	Other Operating	-	-	-	-	
6500	Debt	6,862,472	7,069,225	7,028,880	6,457,218	-9%
6600	Capital Outlay	-	-	-	-	0%
Total		6,862,472	7,069,225	7,028,880	6,457,218	-9%
Other Financing Sources (Uses)		-	-	(832,092)	-	
Net Inc (Dec) to Fund Balance		739,614	739,614	(208,615)	1,345,393	
Fund Balance, Beginning 7/1		7,339,350	7,339,350	7,339,350	7,130,735	
Fund Balance, Ending 6/30		8,078,964	8,078,964	7,130,735	8,476,127	

Marble Falls ISD
Statement of Revenues and Expenditures - General Fund
As of May 31, 2017

92%	Of Fiscal Year	CURRENT YEAR YTD				CURRENT MONTH		
		BUDGET	YTD ACTIVITY	BALANCE	% OF BUDGET	BUDGET	MONTH ACTIVITY	% OF BUDGET
REVENUES								
5710	LOCAL TAX REVENUES	\$ 35,009,082	\$ 34,305,201	\$ 703,881	97.99%	\$ 35,009,082	\$ 358,309	1.02%
57XX	OTHER LOCAL REVENUES	\$ 497,625	\$ 550,476	\$ (52,851)	110.62%	\$ 497,625	\$ 41,161	8.27%
58XX	STATE PROG. REVENUES	\$ 4,238,395	\$ 3,775,329	\$ 463,066	89.07%	\$ 4,238,395	\$ 273,154	6.44%
5900	FEDERAL REVENUE	\$ 890,000	\$ 878,257	\$ 11,743	98.68%	\$ 890,000	\$ 25,195	2.83%
	TOTAL REVENUE	\$ 40,635,102	\$ 39,509,264	\$ 1,125,838	97.23%	\$ 40,635,102	\$ 697,819	1.72%
EXPENDITURES								
11	INSTRUCTION	\$ 20,134,712	\$ 15,238,388	\$ 4,896,324	75.68%	\$ 20,134,712	\$ 1,644,976	8.17%
12	LIBRARY	\$ 430,558	\$ 369,544	\$ 61,014	85.83%	\$ 430,558	\$ 46,699	10.85%
13	STAFF DEVELOPMENT	\$ 597,206	\$ 467,587	\$ 129,619	78.30%	\$ 597,206	\$ 37,056	6.20%
21	INST ADMINISTRATION	\$ 951,948	\$ 839,804	\$ 112,144	88.22%	\$ 951,948	\$ 74,411	7.82%
23	SCHOOL ADMINISTRATION	\$ 2,088,620	\$ 1,848,162	\$ 240,458	88.49%	\$ 2,088,620	\$ 183,651	8.79%
31	GUID AND COUNSELING	\$ 1,053,303	\$ 902,041	\$ 151,262	85.64%	\$ 1,053,303	\$ 99,386	9.44%
32	SOCIAL WORK SERVICES	\$ 48,894	\$ 44,701	\$ 4,193	91.42%	\$ 48,894	\$ 4,057	8.30%
33	HEALTH SERVICES	\$ 386,566	\$ 285,997	\$ 100,569	73.98%	\$ 386,566	\$ 31,583	8.17%
34	PUPIL TRANS - REGULAR	\$ 2,023,723	\$ 1,640,618	\$ 383,105	81.07%	\$ 2,023,723	\$ 143,081	7.07%
36	CO-CURRICULAR ACT	\$ 1,757,735	\$ 1,593,239	\$ 164,496	90.64%	\$ 1,757,735	\$ 154,691	8.80%
41	GEN ADMINISTRATION	\$ 1,262,844	\$ 1,226,591	\$ 36,253	97.13%	\$ 1,262,844	\$ 122,103	9.67%
51	PLANT MAINT & OPERATION	\$ 4,672,645	\$ 4,140,959	\$ 531,686	88.62%	\$ 4,672,645	\$ 335,474	7.18%
52	SECURITY & MONITORING	\$ 114,894	\$ 61,119	\$ 53,775	53.20%	\$ 114,894	\$ 8,322	7.24%
53	DATA PROCESSING	\$ 1,877,594	\$ 1,515,056	\$ 362,538	80.69%	\$ 1,877,594	\$ 55,709	2.97%
61	COMMUNITY SERVICES	\$ 60,103	\$ 40,764	\$ 19,339	67.82%	\$ 60,103	\$ 6,039	10.05%
81	FACILITIES ACQ & CONST	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
91	STUDENT ATTENDANCE CR	\$ 3,588,696	\$ 2,494,617	\$ 1,094,079	69.51%	\$ 3,588,696	\$ 567,768	15.82%
99	PURCHASES & CONT SRVS	\$ 650,000	\$ 476,011	\$ 173,989	73.23%	\$ 650,000	\$ -	0.00%
	TOTAL EXPENDITURES	\$ 41,700,040	\$ 33,185,197	\$ 8,514,843	79.58%	\$ 41,700,040	\$ 3,515,005	8.43%
7000	Other Sources		\$ 1,061			Other Sources		
8000	Other Uses		\$ 5,000			Other Uses		
1200	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 6,320,128		EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		\$ (2,817,186)		
3000	BEG FUND BAL 07/01/16	\$ 13,815,544	Audited					
3000	END FUND BAL 5/31/17	\$ 20,135,672	Unaudited					

Marble Falls ISD
Statement of Revenues and Expenditures - Food Service
As of May 31, 2017

92%	Of Fiscal Year	CURRENT YEAR YTD				CURRENT MONTH		
		BUDGET	YTD ACTIVITY	BALANCE	% OF BUDGET	BUDGET	MONTH ACTIVITY	% OF BUDGET
REVENUES								
57XX	LOCAL TAX REVENUES	\$ 608,656	\$ 627,179	\$ (18,523)	103.04%	\$ 608,656	\$ 49,066	8.06%
58XX	STATE PROG. REVENUES	\$ 12,000	\$ 11,621	\$ 379	96.84%	\$ 12,000	\$ -	0.00%
59xx	FEDERAL REVENUE	\$ 1,708,914	\$ 1,470,073	\$ 238,841	86.02%	\$ 1,708,914	\$ 177,335	10.38%
	TOTAL REVENUE	\$ 2,329,570	\$ 2,108,873	\$ 220,697	90.53%	\$ 2,329,570	\$ 226,402	9.72%
EXPENDITURES								
61	PAYROLL COST	\$ 887,770	\$ 785,500	\$ 102,270	88.48%	\$ 887,770	\$ 79,115	8.91%
62	PURCHASE & CONTRACTED	\$ 83,355	\$ 52,687	\$ 30,668	63.21%	\$ 83,355	\$ 4,444	5.33%
63	SUPPLIES AND MATERIALS	\$ 1,294,211	\$ 1,181,196	\$ 113,015	91.27%	\$ 1,294,211	\$ 139,262	10.76%
64	OTHER OPERATING EXP	\$ 18,150	\$ 12,112	\$ 6,038	66.73%	\$ 18,150	\$ 1,138	6.27%
66	CPTL OUTLAY	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
	TOTAL EXPENDITURES	\$ 2,283,486	\$ 2,031,495	\$ 251,991	88.96%	\$ 2,283,486	\$ 223,960	9.81%
7000	Other Sources		\$ -			\$ -		
8000	Other Uses		\$ -			\$ -		
1200	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 77,377		EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		\$ 2,442		
3000	BEG FUND BAL 07/01/16	\$ 504,149	Audited					
3000	END FUND BAL 5/31/17	\$ 581,526	Unaudited					

Marble Falls Independent School District

Financial Report

June 26, 2017

Check Payment Fund Summary

Expenditure to Budget Report

Check Payment Fund Summary

For Bills Paid

May 1 – May 31st, 2017

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
180	COMPUTER REPAIR FUND	0.00	52.00	604.85	656.85
199	GENERAL FUND	79,316.37	270.00	400,056.58	479,642.95
211	TITLE I PART A, BASIC PROGRAMS	0.00	0.00	1,575.00	1,575.00
224	IDEA PART B FORMULA	0.00	0.00	22,966.88	22,966.88
240	FOOD SERVICE	0.00	0.00	118,160.68	118,160.68
244	VOC. ED.-BASIC GRANT	0.00	0.00	11,067.17	11,067.17
255	TITLE II PART A TCHR & PRINCPL	0.00	0.00	250.00	250.00
352	21st CENTURY COMM LEARNING CEN	0.00	0.00	102,070.37	102,070.37
427	PREKINDERGARTEN GRANT PROGRAM	0.00	0.00	707.60	707.60
622	CPF - CATE	0.00	0.00	6,583.04	6,583.04
651	CPF - MAINTENANCE	0.00	0.00	3,020.00	3,020.00
***	Fund Summary Totals ***	79,316.37	322.00	667,062.17	746,700.54

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

Expenditure to Budget Report

June 26th, 2017

General Operating Fund

&

Food Service Fund

MARBLE FALLS ISD
COMPARISON OF REVENUE TO BUDGET (Date: 5/2017)

Obj	Obj	2016-17 ESTIMATED REVENUE	May 2016-17 MTHLY ACTIVITY	2016-17 Activity	REVENUE BALANCE	PERCENT REALIZED	2016-17 YTD %
199	GENERAL FUND						
5700	REVENUE-LOCAL & INTERMED						
571-	LOCAL REAL-PROPERTY TAXES	35,009,082.00	358,309.44	34,305,201.01	703,880.99	98.73	97.99
572-	REV FM SRVCS TO LOCAL ED AG	3,315.00	0.00	0.00	3,315.00	0.00	0.00
573-	TUITION & FEES FROM PATRONS	102,000.00	12,125.51	89,573.90	12,426.10	92.93	87.82
574-	TRANS FROM WITHIN STATE	295,409.88	25,060.92	319,335.43	-23,925.55	116.21	108.10
575-	ENTERPRISING ACTIVITIES	96,900.00	3,974.29	141,566.92	-44,666.92	146.83	146.10
57--	REVENUE-LOCAL & INTERMED	35,506,706.88	399,470.16	34,855,677.26	651,029.62	98.98	98.17
5800	STATE PROGRAM REVENUES						
581-	PER CAPITA-FOUNDATION REV	2,643,704.00	131,171.00	2,241,517.00	402,187.00	84.79	84.79
582-	STATE REVENUE DISTRBTD BY TEA	13,254.00	0.00	8,254.00	5,000.00	62.28	62.28
583-	TRS ON BEHALF BENEFIT	1,581,437.00	141,982.99	1,525,558.48	55,878.52	96.47	96.47
58--	STATE PROGRAM REVENUES	4,238,395.00	273,153.99	3,775,329.48	463,065.52	89.07	89.07
5900	FEDERAL PROGRAM REVENUES						
591-	FEDERALLY DIST REVENUES	40,000.00	0.00	30,052.28	9,947.72	75.13	75.13
592-		50,000.00	0.00	73,299.24	-23,299.24	146.60	146.60
593-	VOC ED NON FOUNDATION	800,000.00	25,194.63	774,905.39	25,094.61	98.80	96.86
59--	FEDERAL PROGRAM REVENUES	890,000.00	25,194.63	878,256.91	11,743.09	100.42	98.68
7900	OTHER RESOURCES						
791-		0.00	0.00	1,061.25	-1,061.25	0.00	0.00
79--	OTHER RESOURCES	0.00	0.00	1,061.25	-1,061.25	0.00	0.00
----	GENERAL FUND	40,635,101.88	697,818.78	39,510,324.90	1,124,776.98	97.98	97.23

Obj	Obj	2016-17 ESTIMATED REVENUE	May 2016-17 MTHLY ACTIVITY	2016-17 Activity	REVENUE BALANCE	PERCENT REALIZED	2016-17 YTD %
240	FOOD SERVICE						
5700	REVENUE-LOCAL & INTERMED						
	574- TRANS FROM WITHIN STATE	2,200.00	150.74	1,213.66	986.34	55.17	55.17
	575- ENTERPRISING ACTIVITIES	606,456.00	48,915.75	625,965.21	-19,509.21	103.85	103.22
	57-- REVENUE-LOCAL & INTERMED	608,656.00	49,066.49	627,178.87	-18,522.87	103.67	103.04
5800	STATE PROGRAM REVENUES						
	582- STATE REVENUE DISTRBD BY TEA	12,000.00	0.00	11,621.16	378.84	96.84	96.84
	58-- STATE PROGRAM REVENUES	12,000.00	0.00	11,621.16	378.84	96.84	96.84
5900	FEDERAL PROGRAM REVENUES						
	592-	1,708,914.00	177,335.32	1,470,072.57	238,841.43	86.02	86.02
	59-- FEDERAL PROGRAM REVENUES	1,708,914.00	177,335.32	1,470,072.57	238,841.43	86.02	86.02
	---- FOOD SERVICE	2,329,570.00	226,401.81	2,108,872.60	220,697.40	90.69	90.53

Number of Accounts: 56

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

	Obj	Obj	2016-17 ESTIMATED REVENUE	May 2016-17 MTHLY ACTIVITY	2016-17 Activity	REVENUE BALANCE	2016-17 YTD %
199		GENERAL FUND					
	5---	REVENUE	40,635,101.88	697,818.78	39,509,263.65	1,125,838.23	97.23
	7---	OTHER RESOURCES	0.00	0.00	1,061.25	-1,061.25	0.00
	----	GENERAL FUND	40,635,101.88	697,818.78	39,510,324.90	1,124,776.98	97.23
240		FOOD SERVICE					
	5---	REVENUE	2,329,570.00	226,401.81	2,108,872.60	220,697.40	90.53
	----	FOOD SERVICE	2,329,570.00	226,401.81	2,108,872.60	220,697.40	90.53

Number of Accounts: 56

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

COMPARISON OF EXPENDITURES & ENCUMBRANCE TO BUDGET (Date: 5/2017)

	Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	2016-17 BALANCE	2016-17 YTD %
199		GENERAL FUND						
00								
	89--	OTHER USES	0.00	0.00	5,000.00	0.00	-5,000.00	0.00
	----		0.00	0.00	5,000.00	0.00	-5,000.00	0.00
11		INSTRUCTION						
	61--	PAYROLL COSTS	19,240,063.30	0.00	14,533,677.69	1,562,981.21	4,706,385.61	75.54
	62--	PURCHASE & CONTRACTED SVS	293,874.67	20,285.95	231,591.34	12,678.50	41,997.38	78.81
	63--	SUPPLIES AND MATERIALS	480,858.75	37,333.06	358,118.89	56,012.03	85,406.80	74.47
	64--	OTHER OPERATING EXPENSES	85,412.08	4,645.19	76,029.74	13,304.31	4,737.15	89.02
	66--	CPTL OUTLY LAND BLDG & EQ	34,503.00	0.00	38,970.00	0.00	-4,467.00	112.95
	----	INSTRUCTION	20,134,711.80	62,264.20	15,238,387.66	1,644,976.05	4,834,059.94	75.68
12		INST. RESOURCES & MEDIA SVCS						
	61--	PAYROLL COSTS	335,574.94	0.00	275,150.33	29,627.99	60,424.61	81.99
	62--	PURCHASE & CONTRACTED SVS	35,044.76	0.00	39,065.26	1,425.91	-4,020.50	111.47
	63--	SUPPLIES AND MATERIALS	54,778.06	1,068.54	50,423.34	14,506.97	3,286.18	92.05
	64--	OTHER OPERATING EXPENSES	5,160.00	285.00	4,905.06	1,138.36	-30.06	95.06
	----	INST. RESOURCES & MEDIA S	430,557.76	1,353.54	369,543.99	46,699.23	59,660.23	85.83
13		CURRICULUM DEV & INST STFF DEV						
	61--	PAYROLL COSTS	393,668.54	0.00	304,066.53	26,856.53	89,602.01	77.24
	62--	PURCHASE & CONTRACTED SVS	80,848.00	0.00	63,947.66	0.00	16,900.34	79.10
	63--	SUPPLIES AND MATERIALS	75,152.00	608.04	68,961.05	7,724.88	5,582.91	91.76
	64--	OTHER OPERATING EXPENSES	47,537.24	5,060.61	30,611.33	2,474.80	11,865.30	64.39
	----	CURRICULUM DEV & INST STF	597,205.78	5,668.65	467,586.57	37,056.21	123,950.56	78.30
21		INSTRUCTIONAL LEADERSHIP						
	61--	PAYROLL COSTS	809,165.92	0.00	736,241.62	69,905.66	72,924.30	90.99
	62--	PURCHASE & CONTRACTED SVS	103,538.40	1,061.67	73,137.22	2,829.30	29,339.51	70.64
	63--	SUPPLIES AND MATERIALS	22,113.21	2,823.68	18,067.79	295.83	1,221.74	81.71

	Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	2016-17 BALANCE	2016-17 YTD %
199		GENERAL FUND						
21		INSTRUCTIONAL LEADERSHIP						
	64--	OTHER OPERATING EXPENSES	17,130.15	1,635.43	12,356.87	1,380.15	3,137.85	72.14
	----	INSTRUCTIONAL LEADERSHIP	951,947.68	5,520.78	839,803.50	74,410.94	106,623.40	88.22
23		SCHOOL LEADERSHIP						
	61--	PAYROLL COSTS	1,988,792.70	0.00	1,780,291.79	177,865.73	208,500.91	89.52
	62--	PURCHASE & CONTRACTED SVS	37,345.56	8,154.80	28,876.63	2,682.42	314.13	77.32
	63--	SUPPLIES AND MATERIALS	48,290.67	13,427.06	29,338.88	1,592.07	5,524.73	60.75
	64--	OTHER OPERATING EXPENSES	14,190.90	950.65	9,654.97	1,510.35	3,585.28	68.04
	----	SCHOOL LEADERSHIP	2,088,619.83	22,532.51	1,848,162.27	183,650.57	217,925.05	88.49
31		GUIDANCE & COUNSELING						
	61--	PAYROLL COSTS	1,013,203.14	0.00	867,848.22	88,716.92	145,354.92	85.65
	62--	PURCHASE & CONTRACTED SVS	12,400.00	0.00	13,019.36	6,299.90	-619.36	104.99
	63--	SUPPLIES AND MATERIALS	14,885.68	487.04	11,431.45	2,224.18	2,967.19	76.79
	64--	OTHER OPERATING EXPENSES	12,814.00	654.29	9,742.23	2,144.67	2,417.48	76.03
	----	GUIDANCE & COUNSELING	1,053,302.82	1,141.33	902,041.26	99,385.67	150,120.23	85.64
32		SOCIAL WORK SERVICES						
	61--	PAYROLL COSTS	48,894.20	0.00	44,701.01	4,056.91	4,193.19	91.42
	----	SOCIAL WORK SERVICES	48,894.20	0.00	44,701.01	4,056.91	4,193.19	91.42
33		HEALTH SERVICES						
	61--	PAYROLL COSTS	377,920.52	0.00	280,505.86	31,341.13	97,414.66	74.22
	62--	PURCHASE & CONTRACTED SVS	540.00	495.00	540.00	0.00	-495.00	100.00
	63--	SUPPLIES AND MATERIALS	6,940.30	365.00	4,701.21	241.99	1,874.09	67.74
	64--	OTHER OPERATING EXPENSES	1,165.00	0.00	250.00	0.00	915.00	21.46
	----	HEALTH SERVICES	386,565.82	860.00	285,997.07	31,583.12	99,708.75	73.98

	Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	2016-17 BALANCE	2016-17 YTD %
199		GENERAL FUND						
34		PUPIL TRANSPORTATION						
	61--	PAYROLL COSTS	1,342,689.26	0.00	1,120,835.93	125,340.89	221,853.33	83.48
	62--	PURCHASE & CONTRACTED SVS	35,341.55	6,334.63	22,870.44	2,136.04	6,136.48	64.71
	63--	SUPPLIES AND MATERIALS	346,980.00	6,887.61	282,114.98	34,801.77	57,977.41	81.31
	64--	OTHER OPERATING EXPENSES	-95,382.00	2,732.96	-179,025.46	-19,198.15	80,910.50	187.69
	66--	CPTL OUTLY LAND BLDG & EQ	394,094.00	0.00	393,822.00	0.00	272.00	99.93
	----	PUPIL TRANSPORTATION	2,023,722.81	15,955.20	1,640,617.89	143,080.55	367,149.72	81.07
36		COCURR./EXTRACURR.ACTIVITIES						
	61--	PAYROLL COSTS	896,485.91	0.00	791,731.37	90,980.72	104,754.54	88.31
	62--	PURCHASE & CONTRACTED SVS	160,226.02	9,070.97	156,666.15	7,832.03	-5,511.10	97.78
	63--	SUPPLIES AND MATERIALS	212,979.33	38,775.65	169,528.46	17,402.19	4,675.22	79.60
	64--	OTHER OPERATING EXPENSES	349,743.81	14,771.91	335,903.05	38,475.79	-931.15	96.04
	66--	CPTL OUTLY LAND BLDG & EQ	138,300.00	0.00	139,409.73	0.00	-1,109.73	100.80
	----	COCURR./EXTRACURR.ACTIVIT	1,757,735.07	62,618.53	1,593,238.76	154,690.73	101,877.78	90.64
41		GENERAL ADMINISTRATION						
	61--	PAYROLL COSTS	921,725.46	0.00	921,892.69	85,801.07	-167.23	100.02
	62--	PURCHASE & CONTRACTED SVS	137,966.49	26,498.16	129,230.18	25,476.09	-17,761.85	93.67
	63--	SUPPLIES AND MATERIALS	96,789.20	1,574.05	89,679.96	6,390.78	5,535.19	92.65
	64--	OTHER OPERATING EXPENSES	106,362.81	13,078.46	85,787.83	4,434.63	7,496.52	80.66
	----	GENERAL ADMINISTRATION	1,262,843.96	41,150.67	1,226,590.66	122,102.57	-4,897.37	97.13
51		PLANT MAINTENANCE & OPERATIONS						
	61--	PAYROLL COSTS	2,201,568.04	0.00	2,120,525.03	189,441.76	81,043.01	96.32
	62--	PURCHASE & CONTRACTED SVS	1,689,853.00	48,239.81	1,269,025.25	101,769.76	372,587.94	75.10
	63--	SUPPLIES AND MATERIALS	471,509.83	63,570.90	437,984.93	42,822.17	-30,046.00	92.89
	64--	OTHER OPERATING EXPENSES	181,200.00	758.00	180,416.89	1,439.83	25.11	99.57
	66--	CPTL OUTLY LAND BLDG & EQ	128,514.00	0.00	133,006.94	0.00	-4,492.94	103.50
	----	PLANT MAINTENANCE & OPERA	4,672,644.87	112,568.71	4,140,959.04	335,473.52	419,117.12	88.62

Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	BALANCE	2016-17 YTD %
199	GENERAL FUND						
52	SECURITY & MONITORING SERVICES						
61--	PAYROLL COSTS	48,894.22	0.00	44,701.52	4,056.95	4,192.70	91.42
62--	PURCHASE & CONTRACTED SVS	58,400.00	0.00	7,436.00	480.00	50,964.00	12.73
63--	SUPPLIES AND MATERIALS	7,600.00	0.00	8,981.74	3,785.54	-1,381.74	118.18
----	SECURITY & MONITORING SER	114,894.22	0.00	61,119.26	8,322.49	53,774.96	53.20
53	DATA PROCESSING SERVICES						
61--	PAYROLL COSTS	607,276.78	0.00	506,998.87	42,813.96	100,277.91	83.49
62--	PURCHASE & CONTRACTED SVS	901,304.31	2,662.80	604,505.34	2,028.08	294,136.17	67.07
63--	SUPPLIES AND MATERIALS	289,196.31	531.93	323,734.74	10,866.94	-35,070.36	111.94
64--	OTHER OPERATING EXPENSES	7,834.02	0.00	7,834.02	0.00	0.00	100.00
66--	CPTL OUTLY LAND BLDG & EQ	71,982.58	0.00	71,982.58	0.00	0.00	100.00
----	DATA PROCESSING SERVICES	1,877,594.00	3,194.73	1,515,055.55	55,708.98	359,343.72	80.69
61	COMMUNITY SERVICES						
61--	PAYROLL COSTS	39,691.00	0.00	40,352.37	6,039.26	-661.37	101.67
62--	PURCHASE & CONTRACTED SVS	20,000.00	0.00	0.00	0.00	20,000.00	0.00
64--	OTHER OPERATING EXPENSES	412.04	0.00	412.04	0.00	0.00	100.00
----	COMMUNITY SERVICES	60,103.04	0.00	40,764.41	6,039.26	19,338.63	67.82
91	INTERGOVERNMENTAL CHARGES						
62--	PURCHASE & CONTRACTED SVS	3,588,696.00	0.00	2,494,617.00	567,768.00	1,094,079.00	69.51
----	INTERGOVERNMENTAL CHARGES	3,588,696.00	0.00	2,494,617.00	567,768.00	1,094,079.00	69.51
99	OTHR INTERGOVERNMENTAL CHARGES						
62--	PURCHASE & CONTRACTED SVS	650,000.00	0.00	476,010.87	0.00	173,989.13	73.23
----	OTHR INTERGOVERNMENTAL CH	650,000.00	0.00	476,010.87	0.00	173,989.13	73.23
----	GENERAL FUND	41,700,039.66	334,828.85	33,190,196.77	3,515,004.80	8,175,014.04	79.59

Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	2016-17 BALANCE	2016-17 YTD %
240	FOOD SERVICE						
35	FOOD SERVICES						
61--	PAYROLL COSTS	887,770.00	0.00	785,500.13	79,115.12	102,269.87	88.48
62--	PURCHASE & CONTRACTED SVS	83,355.00	1,031.80	52,686.55	4,443.88	29,636.65	63.21
63--	SUPPLIES AND MATERIALS	1,294,211.00	145,207.23	1,181,196.33	139,262.40	-32,192.56	91.27
64--	OTHER OPERATING EXPENSES	18,150.00	1,729.72	12,112.34	1,138.26	4,307.94	66.73
----	FOOD SERVICES	2,283,486.00	147,968.75	2,031,495.35	223,959.66	104,021.90	88.96
----	FOOD SERVICE	2,283,486.00	147,968.75	2,031,495.35	223,959.66	104,021.90	88.96

Number of Accounts: 2222

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

	Obj	Obj	2016-17 BUDGET	ENCUMBRANCE YTD	2016-17 EXPENDITURES	May 2016-17 ACTIVITY	BALANCE	2016-17 YTD %
199		GENERAL FUND						
	6---	EXPENDITURES	41,700,039.66	334,828.85	33,185,196.77	3,515,004.80	8,180,014.04	79.58
	8---	OTHER USES	0.00	0.00	5,000.00	0.00	-5,000.00	0.00
	----	GENERAL FUND	41,700,039.66	334,828.85	33,190,196.77	3,515,004.80	8,175,014.04	79.59
240		FOOD SERVICE						
	6---	EXPENDITURES	2,283,486.00	147,968.75	2,031,495.35	223,959.66	104,021.90	88.96
	----	FOOD SERVICE	2,283,486.00	147,968.75	2,031,495.35	223,959.66	104,021.90	88.96

Number of Accounts: 2222

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

Fnd	T	Fn	Obj	Sb	Org	F	Pr	L	L2	Fnd	Obj	Date	Src	Sub	Batch	Vendor Name/Ref	PO#/Line#	Description	Inv#/Desc2	Inv Date	Chk#/Rec#	Check Date	Amount	
622	E	11	6399	05	001	0	22	0	00	(continued)														
												05/04/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE CONSTRUCTION MATERIALS	4112339	05/01/17	1556	05/05/17	363.03	
												05/11/17	AP		JB	FOXWORTH-GALBRAITH LUMBER CO	221700049	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE BUILDING MATERIALS.	18445967	05/09/17	1557	05/11/17	514.50	
												05/19/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO	0125348	05/17/17	1560	05/19/17	277.91	
												05/19/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO	8120980	05/17/17	1560	05/19/17	249.57	
												05/19/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO	9120084	05/17/17	1560	05/19/17	25.97	
												05/19/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE CONSTRUCTION MATERIALS	7124550	05/17/17	1560	05/19/17	182.20	
												05/25/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE CONSTRUCTION MATERIALS	2110661	05/25/17	1561	05/26/17	693.42	
												05/25/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE CONSTRUCTION MATERIALS	3121406	05/25/17	1561	05/26/17	976.20	
												05/25/17	AP		JB	HOME DEPOT CREDIT SERVICES	221700050	CONSTRUCTION TRADES OPEN PO FOR TINY HOUSE CONSTRUCTION MATERIALS	3110625	05/25/17	1561	05/26/17	902.62	

May 4,858.04

P.O. #	*Year	Description	Vendor	P.O. Date	PO Amount	PO Enc Amount	Liquidated	Adj Enc Amount	Amount Open	Sts
221700049	2016	CONSTRUCTION TRADES OPEN PO	FOXWORTH-GALBRAITH L	10/14/2016	16,095.00	16,095.00	7,845.50	0.00	8,249.50	O
221700050	2016	CONSTRUCTION TRADES OPEN PO	THE HOME DEPOT	10/14/2016	10,500.00	10,500.00	5,372.66	0.00	5,127.34	O
221700051	2016	CONSTRUCTION TRADES TINY HOUSE	AMAZON.COM	10/14/2016	5,611.00	5,611.00	0.00	0.00	5,611.00	O
				*Total	32,206.00	32,206.00	13,218.16	0.00	18,987.84	
				*622 E 11 6399 05 001 0 22 0 00					4,858.04	
				*Accounts Payable					4,858.04	

622 E 11 63-- -- -- -- -- CPF - CATE
622 E 11 ---- -- -- -- -- CPF - CATE
622 - -- ---- -- -- -- -- CPF - CATE

651	E	51	6299	42	934	0	99	0	00	CPF - MAINTENANCE	MISC. CONTRACTED SERVICES													
												05/11/17	AP		JB	WILLIS ENVIRONMENTAL	6001700027	MT - TD SITE ENGINEERING	3346	05/10/17	1559	05/11/17	3,020.00	

* The Year column displays the first year of the fiscal year pair (2017 for 2017-2018).



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

New York City!

Tour Proposal Prepared for

Marble Falls HS Choir

Depart Austin, TX: on March 12, 2018 at TBD

Return Austin, TX: on March 16, 2018 at TBD

Cost --- Per Person

*\$1,344.47.....Quad occupancy

*\$1,662.60.....Double occupancy

*\$1,450.51.....Triple occupancy

*\$2,298.96.....Single occupancy

Your New York City! Program includes:

- Scheduled non-stop commercial jet transportation for all participants, from Austin, TX to New York and return including cost of first piece of luggage round trip per passenger
- Luxury motorcoach transfer from Laguardia to the hotel and return in New York(including standard drivers gratuities) Unlimited subway passes for remaining activities on the itinerary
- Four nights' accommodations at the Hilton Garden Inn Times Square located at the corner of 8th Ave and 48th Street or similar
- Meals to include a full breakfast buffet each morning at a Applebee's or similar and dinner at Dallas BBQ or similar
- Admission to 2 Broadway shows based on 2018 offerings and availability
- Participation in a Broadway workshop with a cast member from Wicked
- A US Integrity Touring Representative the entire time you are in New York to ensure the smooth operation of the itinerary

* Pricing is based on a minimum of passengers per coach, and on a minimum of participants in the tour. All prices subject to changes in airline fares, taxes, surcharges, especially fuel surcharges, changes in vendor rates, and submission of the organization's non-profit federal tax exempt certificate. Other conditions may apply per the participation contract.



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing Date Submitted:	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Marble Falls ISD

Policy FNF (Local)



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

Changes focus on:

- Alignment of policy to practice
- Adjustment of drugs eligible for testing
- Sanctions for Positive Testing
- Counseling



Alignment of policy to practice

- High School ECPs (extracurricular participant) shall be tested a minimum of once per semester; Middle School ECPs may be tested once per semester.
- Primary testing method addressed
- Total number of tests count determined by the Drug Program Administrator
- Inclusion of alcohol within sanctions
- Flexibility for sponsors/coaches to work with students after a violation
- List of activities include but are not limited



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Adjustment of drugs eligible for testing

- Addition of the following substances for drug testing:
 - Barbituates
 - Synthetic Drugs



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MUSTANGS FOREVER!

Sanctions for Positive Testing:

- 1st offense change:
 - 5 hours of drug education/counseling to 12 hours
- 2nd offense change:
 - 10 hours of drug education/counseling to 12 hours
 - Parental education of 3 sessions (equivalent to 4 ½ hours)
- 3rd offense change:
 - 15 hours of drug education/counseling to 12 hours
 - Parental education of 6 sessions (equivalent to 9 hours)
 - Community Service hours – determined by committee



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LEADERS TOMORROW,
MUSTANGS FOREVER!

Counseling:

- Documentation of counseling hours
- When suspension is completed, ECP can become eligible with 8 of 12 hours completed. ECP must finish final 4 hours within 2 weeks
- Partnership with Bluebonnet Trails Community Services is recommended; ECP can use any licensed professional counselor



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Questions?



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ANNUAL OPERATING BUDGET

CE
(LOCAL)

FISCAL YEAR	The District shall operate on a fiscal year beginning September 1 ^{July 1} and ending August 31 ^{June 30.}
BUDGET PLANNING	Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the District's programs and activities and provides the resources to implement them. In the budget planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered, as well as input from the District- and campus-level planning and decision-making committees. Budget planning and evaluation are continuous processes and shall be a part of each month's activities.
BUDGET MEETING	The annual public meeting to discuss the proposed budget and tax rate shall be conducted as follows: <ol style="list-style-type: none">1. The Board President shall request at the beginning of the meeting that all persons who desire to speak on the proposed budget and/or tax rate sign up on the sheet provided.2. Prior to the beginning of the meeting, the Board may establish time limits for speakers.3. Speakers shall confine their remarks to the appropriation of funds as contained in the proposed budget and/or the tax rate.4. No officer or employee of the District shall be required to respond to questions from speakers at the meeting.
AUTHORIZED EXPENDITURES	The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Superintendent or designee who shall ensure that funds are expended in accordance with the adopted budget.
BUDGET AMENDMENTS	The Board shall amend the budget when a change is made in-creasing any one of the functional spending categories or increas-ing revenue object accounts and other resources.



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**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Drug Testing Company Bids - Marble Falls ISD

				Forward Edge		SWC	
				Per Test Cost	Total	Per Test Cost	Total
HS	1600	Initial		\$17	\$27,200	\$16	\$25,600
HS/MS	480	Random		\$17	\$8,160	\$18	\$8,640
MS	400	Initial		\$17	\$6,800	\$16	\$6,400
HS/MS	300	ETG		\$8	\$2,400	\$4	\$1,200
Total					\$44,560		\$41,840
Swab Cost - if needed				Swab Test	\$40	Swab Test	\$24
Hair Test - if needed				Hair Test	\$60	Hair Test	\$75
Other factors				Used Long Time		New	
				Has been good to work with		Good References	
Worker numbers				3 Workers		Minimum of 3 workers to 5 or 6 workers	
Bilingual workers				N/A		Bilingual Worker	

Marble Falls ISD

Drug Testing Company Bids



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Contacted companies for a bid...

- 2 companies that submitted competitive bids were:
 - Forward Edge
 - SWC



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Testing Cost Factors

- Initial Tests at HS
- Random Tests
- Initial Tests at MS
- ETG (Alcohol) Tests
- Swab Test – if Needed
- Hair Test – if Needed



Other Considerations

Prior History

References

Number of Workers

Bilingual



Forward Edge

\$17 Initial Test

\$17 Random Test

\$8 ETG Test

\$40 Swab Test – if needed

\$60 Hair Test – if needed

Used Long Time

Good Service

3 Workers

None Bilingual



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SWC

\$16 Initial Test

\$18 Random Test

\$4 ETG Test

\$24 Swab Test – if needed

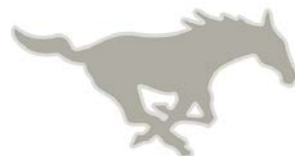
\$75 Hair Test – if needed

New

Good references

Minimum of 3 workers to 5 or 6 workers

Bilingual worker on hand for testing



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Total Cost Comparison

Forward Edge - \$44,560

SWC - \$41,840



Drug Testing Company Bids - Marble Falls ISD

				Forward Edge		SWC	
				Per Test Cost	Total		
				Per Test Cost	Total	Per Test Cost	Total
HS	1600	Initial		\$17	\$27,200	\$16	\$25,600
HS/MS	480	Random		\$17	\$8,160	\$18	\$8,640
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Other factors				Used Long Time		New	
				Has been good to work with		Good References	
Worker numbers				3 Workers		Minimum of 3 workers to 5 or 6 workers	
Bilingual workers				N/A		Bilingual Worker	



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July Recommendation

That the Board approve the bid submitted by SWC to be the Marble Falls ISD Drug Testing Company for the 2017-18 and 2018-19 School year.



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Questions?



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**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

17-18 Student Handbook Revisions

As of
6/19/2017

Page #	Subject	Revision Made By	Revision
12	Parent Acknowledgement	MFISD	Changed the acknowledgment wording to reflect online student registrations. Previous wording referred to parents signing a hard copy acknowledgement form which we no longer do.
14	Corporal Punishment	MFISD	Changed the wording to reflect the current process to consent or not consent during online registration. Previous wording referred to parents submitting their wishes in writing which we no longer do.
15	Release of Directory Information	MFISD	Changed the wording to reflect the current process to consent or not consent during online registration. Previous wording referred to parents submitting their wishes in writing which we no longer do.
34	Awards and Honors	MFISD	Reworded to encompass all campuses and entertain the possibility of adding recognitions. Previous wording was specific and did not leave room for additional awards or honors to be celebrated if desired.
36	Celebrations	MFISD	Added: When school-designated functions or birthdays are being celebrated, please refrain from bringing decorations, party favors or gifts.
42	Communications-Automated	TASB	New Entry- Was previously included within the Preface section of the handbook.
53	Dress Code	MFISD	Took out " Skeleton, skulls or skull and crossbones are prohibited in any form."

64	Graduation Programs	TASB/MFISD	Removed the section for Minimum, Recommended & Advanced/Distinguished Achievement Graduation Programs because the class of 2017 were the last to graduate under those plans.
85	Report Cards-Secondary Campuses	MFISD	Updated to outline the paper distribution of report cards each 9 weeks and the electronic version of progress reports at the 3rd and 6th week mark. Previous version stated written copies of progress reports would be issued.
96	Summer School	MFISD	Added information regarding Summer School opportunities with MFISD. Previously was not included in the handbooks.
103	General Visitors	MFISD	Revised the rule of HS & MS students being allowed on elementary campuses. Previously read "High School and Middle School students are not permitted on the elementary campus during the school day and are not allowed to attend Elementary Field Trips/Parties etc."

MARBLE FALLS I.S.D.

2017 - 2018



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EXTRACURRICULAR HANDBOOK AND DRUG POLICY

*1800 Colt Circle
MARBLE FALLS, TEXAS 78654
PHONE: (830) 693-4357
FAX: (830) 693-5685*

PARENT INVOLVEMENT IN EXTRACURRICULAR ACTIVITIES

- Remember: The classroom comes first!
- Help conduct fair and equitable competition: adhere to the rules; uphold the law and respect authority.
- Remember that officials are human. Respect their decisions.
- Delegate authority to the school and support its decisions.
- Set standards by which you expect children to conduct themselves and live by those standards yourself.
- Be involved in areas in which your own child is not involved, thus contributing to school unity and spirit.
- Show respect to the opponents of your children.
- Praise. Don't criticize. Urge others to do the same.

MARBLE FALLS I.S.D. EXTRACURRICULAR CODE OF STUDENT CONDUCT

I. Extracurricular Activities

The term “extracurricular activities” means any membership or participation in groups, clubs, and organizations recognized and approved by the Board of Trustees and the school district and sponsored by the district or a campus. All University Interscholastic League (UIL) and non-UIL activities and student organizations, such as Student Council and National Honor Society are extracurricular. All extracurricular activity participants, including elected and appointed officers of all campus organizations, are subject to the provisions of this *Extracurricular Code of Conduct*.

II. Conduct Expectations

1. The conduct of the Extracurricular Participant (ECP) is closely observed, in many areas of life. No student is obligated to take part in Extracurricular Activities (ECA), nor is it required for graduation. It is stressed that this is a PRIVILEGE, and the coaches and administrators have the authority to revoke this privilege when requirements are not met by the student. It is recognized that some of the following rules are stricter than for the general student body. However, the ECP is expected to accept and to follow the established rules.
2. Our ECP's and sponsors must understand that others do not always act appropriately, but we must insist that our sponsors and participants act in a sportsmanlike manner.
3. All of our students must be on time and prepared for all phases of the activity in which they are involved. If they are not able to be on time or perform all of their responsibilities, they must communicate with their coach or sponsor as soon as possible.
4. In order to promote a positive educational and extracurricular environment for all students, all employees of MFISD are committed to upholding the "no hazing" policy as stated in the student code of conduct.
5. While a student is injured or ill but is still able to attend all activities they must report to the coach to determine what their responsibilities will be while they are not actively competing.
6. All students and sponsors should have and must show respect for each other.
7. Fighting and profanity are not suitable methods for resolving conflict.
8. Inappropriate touching, making out, sexual gestures or exposing parts of the body that are ordinarily covered up in public places are not acceptable actions in public for ECPs and will be addressed appropriately.
9. Any (possession/use) of tobacco and electronic cigarettes (e-cigarettes) are not acceptable actions for ECP's at any time and will be addressed appropriately by AD and/or Principal along with sponsor or coach.

Each individual sponsor/coach will have policies that deal with the discipline for these expectations. These policies with appropriate discipline methods will be explained before practice for the season begins. The appropriate administrator will be involved when these policies are applied.

III. Jurisdiction

Because participation in extracurricular activities is a privilege and not a right, Marble Falls ISD is authorized to set higher standards for participants of extracurricular activities than it would for those students who choose not to participate in these activities. Therefore, this *Extracurricular Code of Conduct* extends beyond the *Marble Falls ISD Student Code of Conduct* not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. This *Extracurricular Code of Conduct* will be enforced with all students grades 7 - 12 participating in extracurricular activities:

- Regardless of whether school is in session.
- regardless of whether the offense occurs on or off school property or at a school-related event;
- regardless of whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- regardless of whether the extracurricular activity is in-season

It is possible that a student who violates the *Marble Falls ISD Student Code of Conduct* will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities could violate the *Extracurricular Code of Conduct* and be subject to discipline by a coach or sponsor without having violated the *Marble Falls ISD Student Code of Conduct*.

The MFISD Board of Trustees has authorized the creation and distribution of this Code in MFISD Board Policy FO (LOCAL), which states:

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

Organizational standards of behavior of an extracurricular activity are independent of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of organizational standards of behavior of an extracurricular activity or for violation of the Student Code of Conduct.

IV. District Prohibited Conduct

Marble Falls ISD students participating in extracurricular activities are prohibited from any violation(s) listed in the MFISD Student Code of Conduct.

V. Procedures

The coach, sponsor, administrator or DPA will determine whether an *Extracurricular Code of Conduct* violation has occurred.

Upon determination of an *Extracurricular Code of Conduct* violation, the following individuals will be notified:

- The student and the student's parent(s) or guardian(s)
- The Athletic Director, Sponsor, Grade-Level Principal, and/or DPA

Nothing in this *Extracurricular Code of Conduct* limits the authority of a coach or sponsor to impose reasonable sanctions, including extra workouts, for students who breach team or organization conduct expectations.

VI. Disciplinary Action

Coaches and sponsors will review all the facts and circumstances surrounding a particular violation and impose appropriate disciplinary action. Coaches and sponsors will strive for consistency in doling out punishment for *Extracurricular Code of Conduct* violations, but will also exercise sound professional discretion.

- Any ECP suspended or academically ineligible will be removed from all participation in all extracurricular activities. This includes travel, contest, being in the team area, and any other activities except for practices until their suspension is complete or they gain academic eligibility. (Note: A scrimmage is considered a practice. Participation in awards ceremonies and Parent night is permissible.)
- In School Suspension will be addressed appropriately by AD and/or Principal along with sponsor or coach
- Suspension/Removal from office in the case of a student office holder who commits an offense.
- Students in AEP will not be allowed to participate in extracurricular activities in any capacity or to attend extracurricular activities.
- Any student holding a Final Title 5 Felony conviction or an offense deemed severe enough by the appropriate administrator and superintendent shall be excluded permanently from holding any student office, practicing or participation in any extracurricular activity.

Coaches/sponsors will be required to hold a conference with the parent or guardian and the student to confirm the violation, discuss the consequence and notify about re-instatement

VII. Alcohol/Drug Violations

Any violation of substances eligible for testing in the MFISD Drug Testing Policy will follow the sanctions listed in the Drug Testing Policy.

An ECP who voluntarily admits a violation within the first 48 hours of the time at which the violation occurred, will receive a reduction in the length of the suspension. All other sanctions will remain in place. **It will be up to the ECP in violation to contact their sponsor, coach, or school administrator.**

1st violation with voluntary admission : suspension would be reduced from 20% of regularly scheduled events to 10 %

2nd violation with voluntary admission : suspension would be reduced from 50% of regularly scheduled events to 30%

3rd violation with voluntary admission : suspension would be reduced from one calendar year to 70% of regularly scheduled events

4th violation **receives no reduction** and will result in the sanctions listed under FOURTH OFFENSE in section VI of the drug testing policy

If the violation is alcohol/drug related, the parent conference will be held by the DPA.

Note: Percentage suspensions will be based on the number of scheduled events the ECP is involved in. Satisfactory completion of that activity is necessary for the suspension to be complete. Tournaments for team sports such as BKB/BSB/SFB/Soccer, will be counted as 3 events regardless of the actual number of games played. Golf, Tennis, and other activities, in which all events are tournaments, will be counted as one event. Any cancellations that are **not** rescheduled or replaced will be counted as events. Any percentage of **.4** or less will be rounded down. Any percentage of **.5** or more will be rounded up.

*** The student must be academically eligible in order for the events missed to count toward the suspension. If a student is academically ineligible at the time of the violation, or becomes academically ineligible during the suspension, the events missed shall not count toward the required events.**

VIII. Request for Conference

A student who is removed from the extracurricular program(s) because of failure to comply with the Extracurricular Code of Conduct may request a conference before the appropriate administrator. ***The request must be in writing.***

Conferences will be held as needed on an individual basis. The conference between the administrator, student and his/her parent or guardian is to provide the student the opportunity to present a request for reinstatement. The administrator will consider only one appeal from each student requesting reinstatement. Note: a conference to request reinstatement is not needed unless the student wishes to make the request before the normal date of reinstatement.

Students who desire to participate in tryouts or elections for extracurricular activities for the following year must request a conference at least two weeks prior to the official tryout or Election Day.

If a parent or guardian and student would choose to take further action, they should request a conference with the appropriate administrator. If unresolved, the District provides for the complaint to be presented to the Superintendent. If the complaint still remains unresolved it will be presented to the Board of Trustees.

X. Acknowledgement

In order to participate in any extracurricular activity, the student and parent or guardian must sign the acknowledgement form. The acknowledgement form states that the signing parties understand the consequences for engaging in prohibited conduct.

LETTERING POLICIES

Athletic Awards: A student may qualify for a major award only in a varsity sport and only if he/she completes the season. Coaches will determine who letters according to individual sport policy and subject to approval of the Athletic Director.

Theater Arts: A student will qualify if he/she participates in the District One Act Play.

Cheerleaders: A Cheerleader has to have been a High School Cheerleader for 2 years, one of which is on the Varsity Squad.

Band: A student must be a member in good standing. A student entering the high school band program for the first time must have completed two full years of band at Marble Falls High School in addition the other requirements listed in the Band Grading and Lettering Guidelines

ADDITIONAL POLICIES

TRAVEL

All extracurricular participants represent the community, school, sponsors and coaches. Therefore, it is expected that all will dress in an acceptable manner on trips and demonstrate appropriate conduct. All Varsity athletes/UIIL participants making the trip on the bus will return on the bus unless in an emergency situation or when parents are present and there is good reason for returning with parents. This must be cleared with the head coach/sponsor prior to the trip. Athletes/participants are never to return with anyone other than on the bus or their own parents.

Exception: An athlete/participant may receive permission to ride with someone else's parents with prior written consent granted by the Athletic Director or Principal.

QUITTING A SPORT

Anyone quitting a sport beyond the trial period, seven practice or contest days from when the participant first began, will not be allowed to participate in another sport until the season of the sport quit is completed. The Athletic Director or Principal may, at their discretion, make an exception to this rule when an event outside the control of the athlete or his/her family causes the athlete to drop out of a sport. A clear understanding is to be reached by the Principal, Athletic Director, head coach, parents and the athlete at the time the sport is dropped.

MULTIPLE SPORTS/ EXTRACURRICULAR ACTIVITIES

Athletes are encouraged to participate in more than one sport/activity. Eligibility to participate in a particular sport/activity will not be based upon participation in a second sport/activity unless the athlete quits a previous sport. Athletes may choose to participate in other extracurricular activities as long as they are aware of the inherent conflicts that can occur. In case of a conflict, a district competition/event should take precedent over nondistrict competitions/events. Arrangements

will be made by the coaches/sponsors to allow the students in multiple events to travel back and forth. In the event the conflict occurs at the same time and arrangements cannot be made to participate in both the district event should take precedent.

DISCIPLINE

Several different means of discipline will be used depending on each situation. Whatever type of discipline is required, the purpose is to help athletes and participants improve themselves and to become better people. Failure to accept this, on the part of the ECP, may result in dismissal from the ECA.

ELIGIBILITY POLICIES

All extracurricular participants must maintain a passing grade (70) in all classes to be eligible to participate in extracurricular activities. Please check the enclosed Eligibility Dates. The UIL does not consider advanced courses (Pre-Cal & AP) for eligibility purposes. However, Marble Falls ISD does. Students may be granted a one-time waiver of eligibility if they are failing one advanced course during the year. The waiver request form may be picked up in the front office.

ELIGIBILITY TUTORIAL POLICIES

Any extracurricular participant receiving a grade lower than the equivalent of 70 in any academic class will continue at least a three week suspension from events/contests until the ECP is passing all classes and has attended a minimum of 5 mandatory tutorial hours for each class that minimum passing standards have not been met.

ALL-DISTRICT ACADEMIC

The All District Academic Policy will be set by the High School Principal, Athletic Director, Band and Academic UIL Directors and the District Executive Committee of the UIL District Marble Falls ISD is assigned.

ATTENDANCE

Students must attend school all day to be eligible to participate in ECA with the following exceptions:

1. Attending a school or UIL event
2. Receiving a waiver from the Superintendent or designee for a medical appointment, family emergency, extenuating circumstances or funeral.

NOTE:

These rules apply to all sports and UIL events but head coaches and sponsors may have additional rules that their athletes and participants must follow

EXTRACURRICULAR INSURANCE

The following facts should be fully understood by, the parents and or guardians of all Marble Falls I. S. D. ECP's, who are involved in U.I.L. activities in grades 7 through 12.

1. The Marble Falls I. S. D. provides for athletic and extracurricular insurance for students in grades 7 thru 12. This coverage is for U.I.L. sponsored activities, including all U.I.L. athletic events. Your child will be covered while participating in, practicing for, and traveling to and from such an activity.
2. The insurance provided by the school is for activities that are sanctioned by U.I.L. rules and regulations. Any competition in which the student participates that is not under U.I.L. sanction will NOT be covered by the insurance.
3. Marble Falls I. S. D. assumes no responsibility as a result of injuries that occur during an athletic or U.I.L. event: however, this insurance is provided at school expense. This is **SECONDARY INSURANCE** to whatever health insurance the parent(s) or guardian(s) have for their children, and all claims **must** be filed with the primary health insurance company **first** and with the school insurance company **second**. You will need to indicate on the school insurance claim form the name and address of your regular insurance carrier.
4. Decisions about coverage are up to the insurance company. All questions about coverage and the procedures for accessing the insurance must be made to the insurance company. District employees cannot interpret the policy or provide any assistance other than limited assistance in completing claim forms.

5. If the student has no other insurance coverage, the school insurance will become the primary carrier and will pay accordingly. The parent or guardian should indicate on the claim form if they have no other health insurance.
6. **All policies have limitations.** The school insurance will pay up to the amounts that are listed in the coverage documents, subject to policy exclusions and other limitations. ***Parents will be responsible for any amount remaining after both the primary health insurance and limitations have been reached. Parents should verify that the doctor/hospital is in the network.***
7. The Marble Falls I. S. D. and its employees are NOT responsible for any costs for treatment to your child by any doctor.
8. In case of an injury, **it is the responsibility of the parent to file a claim form.** These forms are available in the principal's office, from the trainer or coach, or the Administration Office. The coaches, trainer, sponsors or administrative personnel will be happy to help complete the form; however, no Marble Falls I.S. D. employee is responsible for filing your claim.
9. As with any policy, there are policy exclusions and rules for filing claims. Please review the Policy Limitations that are listed in the brochure; you are responsible for taking all steps necessary to access the extracurricular activity insurance. Most policies have a time limitation for filing a claim.
10. Since the insurance is for U.I.L. sponsored events only, you may wish to purchase the additional insurance that is available to your child. This should be purchased at the beginning of the school year and is the same basic coverage. The AT School Coverage provides coverage for injuries that occur at school or during school-sponsored activities during the regular school year. The 24-Hour coverage provides coverage 24 hours a day until the first day of the following school year.

Marble Falls ISD Eligibility Calendar 2017 - 2018

GRADING PERIOD	GRADING PERIOD ENDS	ELIGIBILITY STAGE	DATE EFFECTIVE
Progress Report	Sept. 15	Nothing	N/A
1 st Six Weeks Check	Oct. 6	Gain/Lose	Oct. 13
1 st Nine Weeks	Oct. 20	Gain/Lose	Oct. 27
Progress Report	Nov. 10	Gain Only	Nov. 17
Progress Report	Dec. 8	Gain Only	Dec. 15
2 nd Nine Weeks*	Dec. 21	Gain/Lose	Jan. 16
Progress Report	Jan. 26	Gain Only	Feb. 2
Progress Report	Feb. 16	Gain Only	Feb. 23
3 rd Nine Weeks	Mar. 9	Gain /Lose	Mar. 23
Progress Report	Apr. 6	Gain Only	Apr. 13
Progress Report	Apr. 27	Gain Only	May 4
4 th Nine Weeks	June 1	Credit-Based	Fall 2018

**This eligibility check is based on the nine weeks average, NOT the semester grade.*

GAIN/LOSE – Students will gain eligibility if they are passing **ALL** classes or lose eligibility if they fail **ANY** class (excluding those identified as honors or advanced classes**).

GAIN ONLY - Ineligible students have the opportunity to regain eligibility if they are passing **ALL** classes - not just the ones they were failing (excluding those identified as honors or advanced classes**).

GRACE PERIOD (DATE EFFECTIVE) - Students regain or lose eligibility at the end of the school day, 7 days after the eligibility check.

***Honors/Advanced Class Waiver: Students may be granted a one-time waiver for one six weeks period of eligibility if they fail an advanced course with a grade of 60-70 percent. Students shall be eligible for one waiver per year.*

*** All students are academically eligible during a school holiday period consisting of at least seven consecutive calendar days.*

Regarding eligibility, all incompletes must be corrected **before the student with the incomplete will be eligible.

Eligibility

Eligibility for participation in many extracurricular activities is governed by state law as well as rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. The following requirements apply to all extracurricular activities:

- A student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the District or the UIL after a grade evaluation period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class other than an identified honors or advanced class.** A suspension continues for at least three school weeks and is not removed during the school year until the student is passing all classes.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse.
- In order for an ineligible student to become eligible the student must be passing all classes with a grade of 70 or higher after the next grade evaluation period and attend documented completion of a minimum of 5 hours of tutorials approved by the coach/sponsor.
- A student is allowed in a school year up to ten absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the Board, are subject to these restrictions.
- A student who misses a class because of participation in an activity that has not been approved will receive an unexcused absence.

Please note: Sponsors of student clubs and performing groups such as the band, choir, and drill and athletic teams may establish standards of behavior—including consequences for misbehavior—that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization. [For further information, see policies FM and FO.]

MARBLE FALLS INDEPENDENT SCHOOL DISTRICT DRUG TESTING POLICY

INTERROGATIONS

BY SCHOOL OFFICIALS

Administrators, teachers, and other professional personnel may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students have no claim to the right not to incriminate themselves.

BY POLICE OR OTHER AUTHORITIES

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

LOCKERS AND VEHICLES

Students have full responsibility for the security of their lockers and for vehicles parked on school property. It is the student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are not given to others. Students shall not place, keep, or maintain any article or material that is forbidden by District policy in lockers or in vehicles parked on school property.

School officials may search lockers or vehicles parked on school property if there is reasonable cause to believe that they contain articles or materials prohibited by District policy. Students shall be responsible for any prohibited items found in their lockers or in vehicles parked on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit a search of the vehicle, the District may turn the matter over to local law enforcement officials.

USE OF TRAINED DOGS

The District shall use specially trained nonaggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF(LEGAL), and alcohol. This program is implemented in response to drug and alcohol related problems in District schools, with the objective of maintaining a safe school environment conducive to education.

Such visits to schools shall be unannounced. The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described above.

NOTICE

At the beginning of the school year, the District shall inform students of the District's policy on searches, as outlined above, and shall specifically notify students that:

1. Lockers may be sniffed by trained dogs at any time.
2. Vehicles parked on school property may be sniffed by trained dogs at any time.
3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.
4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.

PARENT NOTIFICATION

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.

DRUG-TESTING PROGRAM OBJECTIVES

The objectives of the District's drug-testing program are as follows:

1. To provide a deterrent to drug use for any District student (hereinafter referred to as extracurricular participant or "ECP") who participates in extracurricular activities (hereinafter referred to as "ECA") in grades 7–12.
2. To provide a drug education program for those ECPs who test positive for drug use and for those ECPs who are at risk for drug use.
3. To ensure the health and safety of ECPs.

PLAN

Guidelines for the District's drug-testing program are as follows:

1. All ECPs from grades 7–12 (male and female) involved in District ECAs shall be subject to this testing program.
2. All H.S. ECPs shall be initially tested a minimum of one time per semester (fall and spring) each school year and randomly tested throughout the school year. M.S. ECP's will be tested randomly.
3. ECPs selected for random testing shall be chosen from a pool of all ECPs [see item 2 at TESTING PROCEDURES AND PROTOCOLS, below].
4. The method of screening shall be by an independent laboratory immunological screening procedure. All drugs detected by the screen shall be confirmed by gas chromatography/mass spectroscopy (hereinafter referred to as GC/MS) before being reported as being detected. An ECP's admission of guilt shall constitute a positive screening. Failure to produce a sample in the allotted time period shall be considered a positive screening.
5. Certified lab personnel and professional staff shall administer testing.

6. Each ECP who is selected shall be required to provide a urine, hair, or oral sample to the designee during the time constraints described at TESTING PROCEDURES AND PROTOCOLS, below.

DRUGS ELIGIBLE FOR TESTING

The following are substances which are eligible to be tested for:

- Alcohol
- Amphetamines
- Barbituates
- Benzodiazepine
- Cocaine
- Ecstasy
- Methaqualone
- Opiates: Codeine, heroin, morphine, papaverine phencyclidine
- Tetrahydrocannabinoids (THC): marijuana
- Steroids
- Synthetic Drugs

TESTING PROCEDURES AND PROTOCOLS

Testing procedures and protocols are as follows:

1. **Mandatory Testing:** Every male and female ECP, grades 9 –12, shall be tested a minimum of twice a year. MS students are subject to random testing. The student shall be required to submit a sample immediately upon request. All specimens shall be collected adhering to a strict chain of custody.
2. **Random Testing:** Every male and female ECP, grades 7 –12, shall be eligible to be tested during the entire school year. The final number of random tests shall be determined by the drug program administrator (hereafter referred to as DPA) and the District vendor. ECPs shall be required to submit a sample immediately upon request. All specimens shall be collected, adhering to a strict chain of custody.
3. All positive screenings shall be confirmed by either the ECP's admission or an additional test from the same sample that will include GC/MS testing by the District vendor. A positive test result shall not constitute an offense if the ECP's parent/guardian provides the DPA with a valid legal prescription for the drug identified as positive by the test.
4. The District vendor shall take the specimens to an independent lab for processing. The District vendor shall send the results to the DPA. The ECP's identification number shall identify all specimens.
5. Noncompliance by any ECP with the above testing procedures shall be considered a violation of this policy and grounds for removal from ECAs within the District.
6. Each ECP in an ECA for grades 7–12 shall give consent to the extracurricular drug testing program. The consent should be agreed to on the school registration form each year; however, a hard copy form may be signed and kept on file. If the ECP or parent/guardian refuses to consent, the ECP shall

be denied participation in extracurricular activities until said consent form is signed and, at the parent's/guardian's expense, undergoes drug testing with a negative result.

7. Any ECP refusing to be tested shall be subject to sanctions as if the ECP had tested positive. Failure to provide a specimen within two hours shall constitute a refusal to test. Read mission to an ECA shall be contingent upon agreement to participate in the drug-testing program and a negative test result.
8. Any ECP caught cheating or tampering with a specimen taken by the DPA, testing monitors, or the vendor shall be subject to sanctions as if the ECP had tested positive.
9. The administering and/or interpretation of the policy and testing procedures shall be left to the discretion of the District administrator of drug testing.

RETESTING PROCESS

An adult student or a parent, at his or her expense, may request a retest of the same sample by another certified laboratory. The sample must be transferred following a strict, documented, chain of custody. A certified copy of the result must be mailed by that laboratory to the DPA. If the second result differs from the first, the second shall be the determining result. The ECP may not participate while the appeal is pending.

CONFIDENTIALITY

The collection and coding of specimen samples shall be executed in a manner ensuring total confidentiality and property identification.

Only the ECP, the parent/guardian, the extracurricular sponsor, the athletic director, the campus principal, and the DPA shall know the test results.

All test results shall be destroyed when the ECP no longer has extracurricular eligibility.

SANCTIONS FOR POSITIVE TESTING

Sanctions for testing positive shall be as follows:

1. All offenses shall be cumulative throughout the ECP's eligibility (grades 7 through 12).
2. The following disciplinary measures shall be taken for any ECP testing positive for a drug test, and/or any ECP having written documentation reported by law enforcement officers as having been involved with alcohol or drug activity, such as selling, buying, using, or possessing drug paraphernalia.
3. Suspension shall take place immediately from the activity in which the ECP is involved. If the student is not actively involved in an extracurricular activity at that time, the suspension shall begin with the next event in which the ECP is involved.
4. The student must be academically eligible in order for the events missed to count toward the suspension. If a student is academically ineligible at the

time of the violation, or becomes academically ineligible during the suspension, the events missed shall not count toward the required events.

FIRST OFFENSE

Sanctions for the first offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. The ECP shall be suspended from the ECA for 20 percent of all scheduled events with a minimum of one activity for those with four or fewer events in the season but shall not include suspension from playoff practice games, scrimmages, practices, or program participation.
3. The ECP shall complete and have documented completion of a minimum of 12 hours of drug education/counseling delivered by a licensed professional counselor (hereinafter referred to as LPC), or other acceptable professional at the discretion of the DPA, at the ECP's and/or parent's/guardian's expense. A list of LPCs shall be provided by the DPA.
4. The ECP shall be tested during each of the next four testing sessions, which may carry over into the next school year. The testing shall be at the ECP's and/or parent's/guardian's expense.

SECOND OFFENSE

Sanctions for the second offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. The ECP shall be suspended from the ECA for 50 percent of scheduled events with a minimum of one activity for those ECAs with two events or less and until the student has a negative drug test with the District vendor.
3. The ECP shall complete and have documented completion of a minimum of 12 hours of drug education counseling from an LPC, or other acceptable professional at the discretion of the DPA, at the ECP's or parent's/guardian's expense. A list of LPCs shall be provided by the DPA.
4. The parent of the ECP shall complete 3 sessions (equivalent of 4.5 hours) of parental education course work, at the ECP's parent's/guardian's expense.
5. The ECP shall be tested during each of the next six testing sessions, which may and can carry over into the next school year. The testing shall be at the ECP's and/or parent's/guardian's expense.

THIRD OFFENSE

Sanctions for the third offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. Any ECP, grades 7-12 shall be suspended from extracurricular programs, contests, and events, for one calendar year. This may include removal from

- certain extracurricular classes as well.
3. An ECP may be reinstated to an ECA after one calendar year at the completion of a minimum of 12 documented hours of drug counseling and a negative drug test.
 4. The parent/guardian shall be responsible for all counseling upon the third offense.
 5. The parent/guardian of the ECP shall complete 6 sessions (equivalent of 9 hours) of parental education course work, at the ECP's parent's/guardian's expense.
 6. An ECP's suspension from ECAs under the third offense shall begin the day the DPA confirms the third test as positive.

FOURTH OFFENSE

Sanctions for the fourth offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. A fourth positive test shall result in removal of the ECP, whether in high school or middle school, from participation in ECAs for the remainder of his or her middle school and high school eligibility.

A parent or guardian, at his or her own expense, may request another test of the same sample by another certified laboratory.

The District shall not be responsible for any cost incurred by the parent/guardian or ECP for drug education, counseling, or residential treatment.

STUDENT DRIVERS

Students who drive to and from school and who park on District property shall be subject to the same drug testing requirements as ECPs.

In addition to any other sanctions that may be imposed based on a student driver's participation in an ECA, a student who has a positive test result shall be subject to the following restrictions related to parking on school property:

1. For the first positive test, ten school day suspension from parking;
2. For the second positive test, 30 school day suspension from parking;
3. For the third positive test, one school year suspension from parking; and
4. For the fourth positive test, parking privileges removed for the remainder of enrollment in the District.

Parking privileges shall be reinstated at the end of a suspension period based on a negative test result.

The ECP shall have documented completion the prescribed minimum amount of hours of

drug education/counseling, based on the number of the offense. This must be delivered by a licensed professional counselor (hereinafter referred to as LPC), or other acceptable professional at the discretion of the DPA, at the ECP's and/or parent's/guardian's expense.

Counseling for an offense should be completed before resuming the ECA's activity. However; If the DPA feels that the ECP is enrolled and progressing at an acceptable pace, the student may be allowed to return to their activity while completing counseling. If at any point, the ECP is not progressing at an acceptable pace, activities may be suspended again.

MFISD has entered a partnership with Bluebonnet Trails Community Services and the substance abuse program they offer is recommended; however, the ECP may use any LPC they choose.

DEFINITIONS OF TERMS

The following definitions are for the purpose of the drug-testing program in this policy:

1. Extracurricular Activity (ECA): Any membership or participation in any of the clubs, organizations, or activities on the attached list.
2. Extracurricular Participant (ECP): Any participating student in grades 7–12.
3. ECA: Extracurricular activities in grades 7–12.
4. DPA: Drug program administrator.
5. GC/MS: Gas Chromatography/Mass Spectroscopy; a scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with 100 percent accuracy.

APPEAL PROCESS

An appeal of a positive drug test finding must follow the prescribed process outlined in FNG(LOCAL).

LIST OF ACTIVITIES

Middle School (Including, but not limited to)

Band
Cheerleaders
Competition Choir
Junior FFA
Creative Problem Solving
UIL
Theater
Jr. High Athletic Department
Volleyball
Student Council
Theater Arts
UIL Academics

High School (Including, but not limited to)

Band
Football

Student Council
Baseball
Girls Basketball
UIL Academics
Boys Basketball
Girls Cross Country
UIL Journalism
Boys Cross Country
Girls Golf
4-H
Boys Soccer
Girls Tennis
Boys Tennis
Girls Track
Boys Track.
NHS
Chess Club
PALS
HOSA
Cheerleaders
Parking on District Property
Competition Choir
Powerlifting
FBLA
Skills USA
FFA
Softball
FCCLA
Starlettes
Fishing Club
Lovely Ladies
Key Club
Thespians

A copy of the Drug Testing Policy is available in Spanish upon request in the Central Office.

Una copia de la Política de la Prueba para las drogas esta disponible en español en las oficinas administrativas si se requiere.

**MARBLE FALLS INDEPENDENT SCHOOL DISTRICT
PARENT AND STUDENT EXTRACURRICULAR HANDBOOK AND DRUG
POLICY
ACKNOWLEDGMENT FORM**

Please read, sign, date, and return this form. Students will not be allowed to participate in Extracurricular Activities until this form is completed, signed and returned.

We have received and read a copy of the MFISD's Extracurricular Handbook and Drug Testing Policy. We understand that this policy is part of the District's rules and that it applies to all high school and middle school students participating in Extracurricular Activities. We understand and consent to all the requirements of this code and understand the consequences that my child will face if he or she fails to adhere to these rules and agree to such terms.

Print Student's Name

Student Signature

Date

Grade

Parent Signature

Date

Please list all extracurricular activities in which your student is currently participating: _____

MARBLE FALLS I.S.D.

2016-2017 - 2017-2018



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

EXTRACURRICULAR HANDBOOK AND DRUG POLICY

*1800 Colt Circle
MARBLE FALLS, TEXAS 78654
PHONE: (830) 693-4357
FAX: (830) 693-5685*

PARENT INVOLVEMENT IN EXTRACURRICULAR ACTIVITIES

- Remember: The classroom comes first!
- Help conduct fair and equitable competition: adhere to the rules; uphold the law and respect authority.
- Remember that officials are human. Respect their decisions.
- Delegate authority to the school and support its decisions.
- Set standards by which you expect children to conduct themselves and live by those standards yourself.
- Be involved in areas in which your own child is not involved, thus contributing to school unity and spirit.
- Show respect to the opponents of your children.
- Praise. Don't criticize. Urge others to do the same.

MARBLE FALLS I.S.D. EXTRACURRICULAR CODE OF STUDENT CONDUCT

I. Extracurricular Activities

The term "extracurricular activities" means any membership or participation in groups, clubs, and organizations recognized and approved by the Board of Trustees and the school district and sponsored by the district or a campus. All University Interscholastic League (UIL) and non-UIL activities and student organizations, such as Student Council and National Honor Society are extracurricular. All extracurricular activity participants, including elected and appointed officers of all campus organizations, are subject to the provisions of this *Extracurricular Code of Conduct*.

II. Conduct Expectations

1. The conduct of the Extracurricular Participant (ECP) is closely observed, in many areas of life. No student is obligated to take part in Extracurricular Activities (ECA), nor is it required for graduation. It is stressed that this is a PRIVILEGE, and the coaches and administrators have the authority to revoke this privilege when requirements are not met by the student. It is recognized that some of the following rules are stricter than for the general student body. However, the ECP is expected to accept and to follow the established rules.
2. Our ECP's and sponsors must understand that others do not always act appropriately, but we must insist that our sponsors and participants act in a sportsmanlike manner.
3. All of our students must be on time and prepared for all phases of the activity in which they are involved. If they are not able to be on time or perform all of their responsibilities, they must communicate with their coach or sponsor as soon as possible.
4. In order to promote a positive educational and extracurricular environment for all students, all employees of MFISD are committed to upholding the "no hazing" policy as stated in the student code of conduct.
5. While a student is injured or ill but is still able to attend all activities they must report to the coach to determine what their responsibilities will be while they are not actively competing.
6. All students and sponsors should have and must show respect for each other.
7. Fighting and profanity are not suitable methods for resolving conflict.
8. Inappropriate touching, making out, sexual gestures or exposing parts of the body that are ordinarily covered up in public places are not acceptable actions in public for ECPs and will be addressed appropriately.
9. Any (possession/use) of tobacco and electronic cigarettes (e-cigarettes) are not acceptable actions for ECP's at any time and will be addressed appropriately by AD and/or Principal along with sponsor or coach.

Each individual sponsor/coach will have policies that deal with the discipline for these expectations. These policies with appropriate discipline methods will be explained before practice for the season begins. The appropriate administrator will be involved when these policies are applied.

III. Jurisdiction

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Because participation in extracurricular activities is a privilege and not a right, Marble Falls ISD is authorized to set higher standards for participants of extracurricular activities than it would for those students who choose not to participate in these activities. Therefore, this *Extracurricular Code of Conduct* extends beyond the *Marble Falls ISD Student Code of Conduct* not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. This *Extracurricular Code of Conduct* will be enforced with all students grades 7 - 12 participating in extracurricular activities:

- Regardless of whether school is in session.
- regardless of whether the offense occurs on or off school property or at a school-related event;
- regardless of whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- regardless of whether the extracurricular activity is in-season

It is possible that a student who violates the *Marble Falls ISD Student Code of Conduct* will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities could violate the *Extracurricular Code of Conduct* and be subject to discipline by a coach or sponsor without having violated the *Marble Falls ISD Student Code of Conduct*.

The MFISD Board of Trustees has authorized the creation and distribution of this Code in MFISD Board Policy FO (LOCAL), which states:

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

Organizational standards of behavior of an extracurricular activity are independent of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of organizational standards of behavior of an extracurricular activity or for violation of the Student Code of Conduct.

IV. District Prohibited Conduct

Marble Falls ISD students participating in extracurricular activities are prohibited from any violation(s) listed in the MFISD Student Code of Conduct.

V. Procedures

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The coach, sponsor, administrator or DPA will determine whether an *Extracurricular Code of Conduct* violation has occurred.

Upon determination of an *Extracurricular Code of Conduct* violation, the following individuals will be notified:

- The student and the student's parent(s) or guardian(s)
- The Athletic Director, Sponsor, Grade-Level Principal, and/or DPA

Nothing in this *Extracurricular Code of Conduct* limits the authority of a coach or sponsor to impose reasonable sanctions, including extra workouts, for students who breach team or organization conduct expectations.

VI. Disciplinary Action

Coaches and sponsors will review all the facts and circumstances surrounding a particular violation and impose appropriate disciplinary action. Coaches and sponsors will strive for consistency in doling out punishment for *Extracurricular Code of Conduct* violations, but will also exercise sound professional discretion.

- Any ECP suspended or academically ineligible will be removed from all participation in all extracurricular activities. This includes travel, contest, being in the team area, and any other activities except for practices until their suspension is complete or they gain academic eligibility. (Note: A scrimmage is considered a practice. Participation in awards ceremonies and Parent night is permissible.)
- In School Suspension will be addressed appropriately by AD and/or Principal along with sponsor or coach
- Suspension/Removal from office in the case of a student office holder who commits an offense.
- Students in AEP will not be allowed to participate in extracurricular activities in any capacity or to attend extracurricular activities.
- Any student holding a Final Title 5 Felony conviction or an offense deemed severe enough by the appropriate administrator and superintendent shall be excluded permanently from holding any student office, practicing or participation in any extracurricular activity.

Coaches/sponsors will be required to hold a conference with the parent or guardian and the student to confirm the violation, discuss the consequence and notify about re-instatement

VII. Alcohol/Drug Violations

Any violation of substances eligible for testing in Section III of the MFISD Drug Testing Policy will follow the sanctions listed in ~~Section VI of~~ the Drug Testing Policy.

An ECP who voluntarily admits a violation within the first 48 hours of the time at which the violation occurred, will receive a reduction in the length of the suspension. All other sanctions will remain in place. It will be up to the ECP in violation to contact their sponsor, coach, or school administrator.

1st violation with voluntary admission-: suspension would be reduced from 20% of regularly scheduled events to 10 %

2nd violation with voluntary admission-: suspension would be reduced from 50% of regularly scheduled events to 30%

3rd violation with voluntary admission-: suspension would be reduced from one calendar year to 70% of regularly scheduled events

4th violation **receives no reduction** and will result in the sanctions listed under FOURTH OFFENSE in section VI of the drug testing policy

If the violation is alcohol/drug related, the parent conference will be held by the DPA.

Note: Percentage suspensions will be based on the number of scheduled events the ECP is involved in. Satisfactory completion of that activity is necessary for the suspension to be complete. Tournaments for team sports such as BKB/BSB/SFB/Soccer, will be counted as 3 events regardless of the actual number of games played. Golf, Tennis, and other activities, in which all events are tournaments, will be counted as one event. Any cancellations that are **not** rescheduled or replaced will be counted as events. Any percentage of .4 or less will be rounded down. Any percentage of .5 or more will be rounded up.

*** The student must be academically eligible in order for the events missed to count toward the suspension. If a student is academically ineligible at the time of the violation, or becomes academically ineligible during the suspension, the events missed shall not count toward the required events.**

VIII. Request for Conference

A student who is removed from the extracurricular program(s) because of failure to comply with the Extracurricular Code of Conduct may request a conference before the appropriate administrator. ***The request must be in writing.***

Conferences will be held as needed on an individual basis. The conference between the administrator, student and his/her parent or guardian is to provide the student the opportunity to present a request for reinstatement. The administrator will consider only one appeal from each student requesting reinstatement. Note: a conference to request reinstatement is not needed unless the student wishes to make the request before the normal date of reinstatement.

Students who desire to participate in tryouts or elections for extracurricular activities for the following year must request a conference at least two weeks prior to the official tryout or Election Day.

If a parent or guardian and student would choose to take further action, they should request a conference with the appropriate administrator. If unresolved, the District provides for the complaint to be presented to the Superintendent. If the complaint still remains unresolved it will be presented to the Board of Trustees.

X. Acknowledgement

In order to participate in any extracurricular activity, the student and parent or guardian must sign the acknowledgement form. The acknowledgement form states that the signing parties understand the consequences for engaging in prohibited conduct.

LETTERING POLICIES

Athletic Awards: A student may qualify for a major award only in a varsity sport and only if he/she completes the season. Coaches will determine who letters according to individual sport policy and subject to approval of the Athletic Director.

Theater Arts: A student will qualify if he/she participates in the District One Act Play.

Cheerleaders: A Cheerleader has to have been a High School Cheerleader for 2 years, one of which is on the Varsity Squad.

Band: A student must be a member in good standing. A student entering the high school band program for the first time must have completed two full years of band at Marble Falls High School in addition the other requirements listed in the Band Grading and Lettering Guidelines

ADDITIONAL POLICIES

TRAVEL

All extracurricular participants represent the community, school, sponsors and coaches. Therefore, it is expected that all will dress in an acceptable manner on trips and demonstrate appropriate conduct. All Varsity athletes/UII participants making the trip on the bus will return on the bus unless in an emergency situation or when parents are present and there is good reason for returning with parents. This must be cleared with the head coach/sponsor prior to the trip. Athletes/participants are never to return with anyone other than on the bus or their own parents.

Exception: An athlete/participant may receive permission to ride with someone else's parents with prior written consent granted by the Athletic Director or Principal.

QUITTING A SPORT

Anyone quitting a sport beyond the trial period, seven practice or contest days from when the participant first began, will not be allowed to participate in another sport until the season of the sport quit is completed. The Athletic Director or Principal may, at their discretion, make an exception to this rule when an event outside the control of the athlete or his/her family causes the athlete to drop out of a sport. A clear understanding is to be reached by the Principal, Athletic Director, head coach, parents and the athlete at the time the sport is dropped.

MULTIPLE SPORTS/ EXTRACURRICULAR ACTIVITIES

Athletes are encouraged to participate in more than one sport/activity. Eligibility to participate in a particular sport/activity will not be based upon participation in a second sport/activity unless the athlete quits a previous sport. Athletes may choose to participate in other extracurricular activities as long as they are aware of the inherent conflicts that can occur. In case of a conflict, a district competition/event should take precedent over nondistrict competitions/events. Arrangements

will be made by the coaches/sponsors to allow the students in multiple events to travel back and forth. In the event the conflict occurs at the same time and arrangements cannot be made to participate in both the district event should take precedent.

DISCIPLINE

Several different means of discipline will be used depending on each situation. Whatever type of discipline is required, the purpose is to help athletes and participants improve themselves and to become better people. Failure to accept this, on the part of the ECP, may result in dismissal from the ECA.

ELIGIBILITY POLICIES

All extracurricular participants must maintain a passing grade (70) in all classes to be eligible to participate in extracurricular activities. Please check the enclosed Eligibility Dates. The UIL does not consider advanced courses (Pre-Cal & AP) for eligibility purposes. However, Marble Falls ISD does. Students may be granted a one-time waiver of eligibility if they are failing one advanced course during the year. The waiver request form may be picked up in the front office.

ELIGIBILITY TUTORIAL POLICIES

Any extracurricular participant receiving a grade lower than the equivalent of 70 in any academic class will continue at least a three week suspension from events/contests until the ECP is passing all classes and has attended a minimum of 5 mandatory tutorial hours for each class that minimum passing standards have not been met.

ALL-DISTRICT ACADEMIC

The All District Academic Policy will be set by the High School Principal, Athletic Director, Band and Academic UIL Directors and the District Executive Committee of the UIL District Marble Falls ISD is assigned.

ATTENDANCE

Students must attend school all day to be eligible to participate in ECA with the following exceptions:

1. Attending a school or UIL event
2. Receiving a waiver from the Superintendent or designee for a medical appointment, family emergency, extenuating circumstances or funeral.

NOTE:

These rules apply to all sports and UIL events but head coaches and sponsors may have additional rules that their athletes and participants must follow

EXTRACURRICULAR INSURANCE

The following facts should be fully understood by, the parents and or guardians of all Marble Falls I. S. D. ECP's, who are involved in U.I.L. activities in grades 7 through 12.

1. The Marble Falls I. S. D. provides for athletic and extracurricular insurance for students in grades 7 thru 12. This coverage is for U.I.L. sponsored activities, including all U.I.L. athletic events. Your child will be covered while participating in, practicing for, and traveling to and from such an activity.
2. The insurance provided by the school is for activities that are sanctioned by U.I.L. rules and regulations. Any competition in which the student participates that is not under U.I.L. sanction will NOT be covered by the insurance.
3. Marble Falls I. S. D. assumes no responsibility as a result of injuries that occur during an athletic or U.I.L. event: however, this insurance is provided at school expense. This is **SECONDARY INSURANCE** to whatever health insurance the parent(s) or guardian(s) have for their children, and all claims **must** be filed with the primary health insurance company **first** and with the school insurance company **second**. You will need to indicate on the school insurance claim form the name and address of your regular insurance carrier.
4. Decisions about coverage are up to the insurance company. All questions about coverage and the procedures for accessing the insurance must be made to the insurance company. District employees cannot interpret the policy or provide any assistance other than limited assistance in completing claim forms.

5. If the student has no other insurance coverage, the school insurance will become the primary carrier and will pay accordingly. The parent or guardian should indicate on the claim form if they have no other health insurance.
6. **All policies have limitations.** The school insurance will pay up to the amounts that are listed in the coverage documents, subject to policy exclusions and other limitations. ***Parents will be responsible for any amount remaining after both the primary health insurance and limitations have been reached. Parents should verify that the doctor/hospital is in the network.***
7. The Marble Falls I. S. D. and its employees are NOT responsible for any costs for treatment to your child by any doctor.
8. In case of an injury, **it is the responsibility of the parent to file a claim form.** These forms are available in the principal's office, from the trainer or coach, or the Administration Office. The coaches, trainer, sponsors or administrative personnel will be happy to help complete the form; however, no Marble Falls I.S. D. employee is responsible for filing your claim.
9. As with any policy, there are policy exclusions and rules for filing claims. Please review the Policy Limitations that are listed in the brochure; you are responsible for taking all steps necessary to access the extracurricular activity insurance. Most policies have a time limitation for filing a claim.
10. Since the insurance is for U.I.L. sponsored events only, you may wish to purchase the additional insurance that is available to your child. This should be purchased at the beginning of the school year and is the same basic coverage. The AT School Coverage provides coverage for injuries that occur at school or during school-sponsored activities during the regular school year. The 24-Hour coverage provides coverage 24 hours a day until the first day of the following school year.

Marble Falls ISD Eligibility Calendar 2016-2017 - 2017-2018

GRADING PERIOD	GRADING PERIOD ENDS	ELIGIBILITY STAGE	DATE EFFECTIVE
Progress Report	Sept. 15 Sept. 9	Nothing	N/A
1 st Six Weeks Check	Oct. 6 Sept. 30	Gain/Lose	Oct. 13 Oct. 7
1 st Nine Weeks	Oct. 20 Oct. 14	Gain/Lose	Oct. 27 Oct. 21
Progress Report	Nov. 10 Nov. 4	Gain Only	Nov. 17 Nov. 11
Progress Report	Dec. 8 Dec. 2	Gain Only	Dec. 15 Dec. 9
2 nd Nine Weeks*	Dec. 21 Dec. 16	Gain/Lose	Jan. 16 Jan. 10
Progress Report	Jan. 26 Jan. 23	Gain Only	Feb. 2 Jan. 30
Progress Report	Feb. 16 Feb. 10	Gain Only	Feb. 23 Feb. 17
3 rd Nine Weeks	Mar. 9 Mar. 10	Gain /Lose	Mar. 23 Mar. 28
Progress Report	Apr. 6 Apr. 7	Gain Only	Apr. 13 Apr. 14
Progress Report	Apr. 27 Apr. 28	Gain Only	May 4 May 5
4 th Nine Weeks	June 1 May 25	Credit-Based	Fall 2018 Fall 2017

**This eligibility check is based on the nine weeks average, NOT the semester grade.*

GAIN/LOSE – Students will gain eligibility if they are passing **ALL** classes or lose eligibility if they fail **ANY** class (excluding those identified as honors or advanced classes**).

GAIN ONLY - Ineligible students have the opportunity to regain eligibility if they are passing **ALL** classes - not just the ones they were failing (excluding those identified as honors or advanced classes**).

GRACE PERIOD (DATE EFFECTIVE) - Students regain or lose eligibility at the end of the school day, 7 days after the eligibility check.

***Honors/Advanced Class Waiver: Students may be granted a one-time waiver for one six weeks period of eligibility if they fail an advanced course with a grade of 60-70 percent. Students shall be eligible for one waiver per year.*

*** All students are academically eligible during a school holiday period consisting of at least seven consecutive calendar days.*

***Regarding eligibility, all incompletes must be corrected **before** the student with the incomplete will be eligible.*

Eligibility

Eligibility for participation in many extracurricular activities is governed by state law as well as rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. The following requirements apply to all extracurricular activities:

- A student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the District or the UIL after a grade evaluation period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class other than an identified honors or advanced class.** A suspension continues for at least three school weeks and is not removed during the school year until the student is passing all classes.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse.
- In order for an ineligible student to become eligible the student must be passing all classes with a grade of 70 or higher after the next grade evaluation period and attend documented completion of a minimum of 5 hours of tutorials approved by the coach/sponsor.
- A student is allowed in a school year up to ten absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the Board, are subject to these restrictions.
- A student who misses a class because of participation in an activity that has not been approved will receive an unexcused absence.

Please note: Sponsors of student clubs and performing groups such as the band, choir, and drill and athletic teams may establish standards of behavior—including consequences for misbehavior—that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization. [For further information, see policies FM and FO.]

MARBLE FALLS INDEPENDENT SCHOOL DISTRICT DRUG TESTING POLICY

INTERROGATIONS

BY SCHOOL OFFICIALS

Administrators, teachers, and other professional personnel may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students have no claim to the right not to incriminate themselves.

BY POLICE OR OTHER AUTHORITIES

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

LOCKERS AND VEHICLES

Students have full responsibility for the security of their lockers and for vehicles parked on school property. It is the student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are not given to others. Students shall not place, keep, or maintain any article or material that is forbidden by District policy in lockers or in vehicles parked on school property. School officials may search lockers or vehicles parked on school property if there is reasonable cause to believe that they contain articles or materials prohibited by District policy. Students shall be responsible for any prohibited items found in their lockers or in vehicles parked on school property. If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit a search of the vehicle, the District may turn the matter over to local law enforcement officials.

USE OF TRAINED DOGS

The District shall use specially trained nonaggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF(LEGAL), and alcohol. This program is implemented in response to drug and alcohol related problems in District schools, with the objective of maintaining a safe school environment conducive to education. Such visits to schools shall be unannounced. The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described above.

NOTICE

At the beginning of the school year, the District shall inform students of the District's

policy on searches, as outlined above, and shall specifically notify students that:

1. Lockers may be sniffed by trained dogs at any time.
2. Vehicles parked on school property may be sniffed by trained dogs at any time.
3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.
4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.

PARENT NOTIFICATION

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.

DRUG-TESTING PROGRAM OBJECTIVES

I. OBJECTIVES

1. To provide a deterrent to drug use for any Marble Falls Independent School District (hereinafter referred to as MFISD) District student (hereinafter referred to as eExtra-cCurricular pParticipant or "ECP") who participates in eExtra-Ccurricular Aactivities (hereinafter referred to as "ECA") in grades 7 through 12.
2. To provide a drug education program for those ECP's who test positive for drug use and for ECP's at risk for drug use.
3. To insure the health and safety of ECP's.

PLAN

Guidelines for the District's drug-testing program are as follows:

1. All ECP's from grades 7 through 12 (male and female) involved in MFISD ECA's will be subject to this testing program.
2. All ECP's from grades 9 through 12 to be initially tested at a minimum of 1 time per semester (fall and spring) each school year. All ECP's from grades 9-12 will be subject to random testing throughout the year (twice per semester). All ECP's from grades 7-8 may be subject to random testing throughout the year. All H.S. ECPs shall be initially tested a minimum of one time per semester (fall and spring) each school year and randomly tested throughout the school year. M.S. ECP's will be tested randomly.
3. ECP's selected for random testing will be chosen from a pool of all ECP's [see item 2 at TESTING PROCEDURES AND PROTOCOLS, below]. ~~(reference section IV.B)~~

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4. The method of screening is by an independent laboratory immunological screening procedure. All drugs detected by the screen will be confirmed by Gas Chromatography/ Mass Spectroscopy (hereinafter referred to as GC/MS) before being reported as being detected. ECP's admission of guilt will also constitute a positive screening. Failure to produce a sample in the allotted time period will be considered a positive screening.
5. Certified lab personnel and professional staff will administer testing.
6. Each ECP who is selected will be required to provide a urine, hair or oral sample to the designee during the time constraints described [described at TESTING PROCEDURES AND PROTOCOLS, below in Part IV.](#)

DRUGS ELIGIBLE FOR TESTING:

The following are substances which are eligible to be tested for:

- [Alcohol](#)
- [Amphetamines](#)
- [Barbiturates](#)
- [Benzodiazepine](#)
- [Cocaine](#)
- [Ecstasy](#)
- [Methaqualone](#)
- [Opiates: Codeine, heroin, morphine, papaverine phencyclidine](#)
- [Tetrahydrocannabinoids \(THC\): marijuana](#)
- [Steroids](#)
- [Synthetic Drugs](#)

~~Alcohol~~
~~Amphetamines~~
~~Barbiturates~~
~~Benzodiazepine~~
~~Cocaine~~
~~Methaqualone~~
~~Opiates: codeine, heroin, morphine, papaverine~~
~~Phencyclidine~~
~~Tetrahydrocannabinoids (THC): marijuana~~
~~Steroids~~
~~Ecstasy~~
~~Synthetic~~

TESTING PROCEDURES AND PROTOCOL

Testing procedures and protocols are as follows:

1. Mandatory Testing: Every male and female ECP, grades 9 –12, shall be tested a minimum of twice a year. MS students are subject to random testing. The student shall be required to submit a sample immediately upon request. All specimens shall be collected adhering to a strict chain of custody.
2. Random Testing: Every male and female ECP, grades 7 –12, shall be eligible to be tested during the entire school year. The final number of

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- random tests shall be determined by the drug program administrator (hereafter referred to as DPA) and the District vendor. ECPs shall be required to submit a sample immediately upon request. All specimens shall be collected, adhering to a strict chain of custody.
3. All positive screenings shall be confirmed by either the ECP's admission or an additional test from the same sample that will include GC/MS testing by the District vendor. A positive test result shall not constitute an offense if the ECP's parent/guardian provides the DPA with a valid legal prescription for the drug identified as positive by the test.
 4. The District vendor shall take the specimens to an independent lab for processing. The District vendor shall send the results to the DPA. The ECP's identification number shall identify all specimens.
 5. Noncompliance by any ECP with the above testing procedures shall be considered a violation of this policy and grounds for removal from ECAs within the District.
 6. Each ECP in an ECA for grades 7–12 shall give consent to the extracurricular drug testing program. The consent should be agreed to on the school registration form each year; however, a hard copy form may be signed and kept on file. If the ECP or parent/guardian refuses to consent, the ECP shall be denied participation in extracurricular activities until said consent form is signed and, at the parent's/guardian's expense, undergoes drug testing with a negative result.
 7. Any ECP refusing to be tested shall be subject to sanctions as if the ECP had tested positive. Failure to provide a specimen within two hours shall constitute a refusal to test. Read mission to an ECA shall be contingent upon agreement to participate in the drug-testing program and a negative test result.
 8. Any ECP caught cheating or tampering with a specimen taken by the DPA, testing monitors, or the vendor shall be subject to sanctions as if the ECP had tested positive.
 9. The administering and/or interpretation of the policy and testing procedures shall be left to the discretion of the District administrator of drug testing.
- a. ~~Mandatory Testing: Every male and female ECP, grades 9 through 12, will be tested twice a year. When selected for testing the ECP will be required to submit a sample immediately upon request. All specimens will be collected adhering to a strict chain of custody.~~
 - b. ~~Random Testing: Every male and female ECP, grades 7 through 12, will be eligible to be tested during the entire school year. A predetermined percentage of approximately 10% of High School ECP's will be randomly selected by the MFISD vendor from a computer program 4 times per school year. The final random percentage number will be determined by the drug program administrator and the MFISD vendor. They will be required to submit a sample immediately upon request. All specimens will be collected, adhering to a strict chain of custody.~~
 - c. ~~All positive screenings will be confirmed by either ECP's admission or an additional test from the same sample that will include GC/MS testing by the MFISD vendor. A positive test result will not constitute an offense if the ECP's parent/guardian~~

provides the Drug Program Administrator (hereinafter referred to as DPA) with a valid, legal prescription for the drug identified as positive by the test.

- d. ~~The MFISD vendor will take the specimens to an independent lab for processing. The MFISD vendor will send the results to the DPA. The ECP's identification number will identify all specimens.~~
- e. ~~Non-compliance by any ECP with the above testing procedures will be considered a violation of this policy and grounds for removal from ECA's within the MFISD.~~
- f. ~~Each ECP in an ECA for grades 7 through 12 and, if the student is under 18 years of age, his or her parent/guardian shall sign a consent form agreeing to the student's participation in the drug testing program. One consent form will be required and kept on file when the ECP begins participation. If the ECP or parent/guardian refuses to consent, the ECP shall be denied participation in extra-curricular activities until said consent form is signed and at parent/guardians expense the participant undergoes drug testing with a negative result.~~

- g. ~~Any ECP refusing to be tested will be subject to sanctions as if testing positive. Failure to provide a specimen within 2 hours constitutes a refusal to test. Readmission to ECA will be contingent upon agreement to participate in the drug testing program and a negative test result.~~
- h. ~~Any ECP caught by DPA, testing monitors, or MFISD vendor, cheating or tampering with a specimen, will be subject to sanctions as if testing positive.~~
- i. ~~The administering of the Policy and Testing Procedures and/or interpretation thereof, is left to the discretion of the DPA.~~

RETESTING PROCESS

An adult student or a parent, at his or her expense, may request a retest of the same sample by another certified laboratory. The sample must be transferred following a strict, documented, chain of custody. A certified copy of the result must be mailed by that laboratory to the DPA. If the second result differs from the first, the second shall be the determining result. The ECP may not participate while the appeal is pending.

CONFIDENTIALITY

The collection and coding of specimen samples shall be executed in a manner ensuring total confidentiality and property identification. Only the ECP, the parent/guardian, the extracurricular sponsor, the athletic director, the campus principal, and the DPA shall know the test results. All test results shall be destroyed when the ECP no longer has extracurricular eligibility.

II. CONFIDENTIALITY

- a. ~~The collection and coding of specimen samples are executed in a manner insuring total confidentiality and property identification.~~
- b. ~~Only the ECP, parent/guardian, extracurricular sponsor, Athletic Director, campus principal, and the DPA will know the policy violation(s).~~
- c. ~~All test results shall be destroyed when the ECP no longer has extra-curricular eligibility.~~

SANCTIONS FOR POSITIVE TESTING

Sanctions for testing positive shall be as follows:

1. All offenses shall be cumulative throughout the ECP's eligibility (grades 7 through 12).
2. The following disciplinary measures shall be taken for any ECP testing positive for a drug test, and/or any ECP having written documentation reported by law enforcement officers as having been involved with alcohol or drug activity, such as selling, buying, using, or possessing drug paraphernalia.
3. Suspension shall take place immediately from the activity in which the ECP

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is involved. If the student is not actively involved in an extracurricular activity at that time, the suspension shall begin with the next event in which the ECP is involved.

4. The student must be academically eligible in order for the events missed to count toward the suspension. If a student is academically ineligible at the time of the violation, or becomes academically ineligible during the suspension, the events missed shall not count toward the required events.

FIRST OFFENSE

Sanctions for the first offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. The ECP shall be suspended from the ECA for 20 percent of all scheduled events with a minimum of one activity for those with four or fewer events in the season but shall not include suspension from playoff practice games, scrimmages, practices, or program participation.
3. The ECP shall complete and have documented completion of a minimum of 12 hours of drug education/counseling delivered by a licensed professional counselor (hereinafter referred to as LPC), or other acceptable professional at the discretion of the DPA, at the ECP's and/or parent's/guardian's expense. A list of LPCs shall be provided by the DPA.
4. The ECP shall be tested during each of the next four testing sessions, which may carry over into the next school year. The testing shall be at the ECP's and/or parent's/guardian's expense.

SECOND OFFENSE

Sanctions for the second offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. The ECP shall be suspended from the ECA for 50 percent of scheduled events with a minimum of one activity for those ECAs with two events or less and until the student has a negative drug test with the District vendor.
3. The ECP shall complete and have documented completion of a minimum of 12 hours of drug education counseling from an LPC, or other acceptable professional at the discretion of the DPA, at the ECP's or parent's/guardian's expense. A list of LPCs shall be provided by the DPA.
4. The ECP shall be tested during each of the next six testing sessions, which may and can carry over into the next school year. The testing shall be at the ECP's and/or parent's/guardian's expense.

THIRD OFFENSE

Sanctions for the third offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. Any ECP, grades 7-12 shall be suspended from extracurricular programs, contests, and events, for one calendar year. This may include removal from certain extracurricular classes as well.
3. An ECP may be reinstated to an ECA after one calendar year at the completion of a minimum of 12 documented hours of drug counseling and a negative drug test.
4. The parent/guardian shall be responsible for all counseling upon the third offense.
5. An ECP's suspension from ECAs under the third offense shall begin the day the DPA confirms the third test as positive.

FOURTH OFFENSE

Sanctions for the fourth offense include:

1. The parent/guardian shall be notified to discuss the ECP's sanctions.
2. A fourth positive test shall result in removal of the ECP, whether in high school or middle school, from participation in ECAs for the remainder of his or her middle school and high school eligibility.

A parent or guardian, at his or her own expense, may request another test of the same sample by another certified laboratory.

The District shall not be responsible for any cost incurred by the parent/guardian or ECP for drug education, counseling, or residential treatment.

STUDENT DRIVERS

Students who drive to and from school and who park on District property shall be subject to the same drug testing requirements as ECPs.

In addition to any other sanctions that may be imposed based on a student driver's participation in an ECA, a student who has a positive test result shall be subject to the following restrictions related to parking on school property:

1. For the first positive test, ten school day suspension from parking;
2. For the second positive test, 30 school day suspension from parking;
3. For the third positive test, one school year suspension from parking; and
4. For the fourth positive test, parking privileges removed for the remainder of enrollment in the District.

Parking privileges shall be reinstated at the end of a suspension period based on a negative test result.

The ECP shall have documented completion the prescribed minimum amount of hours of drug education/counseling, based on the number of the offense. This must be delivered by a licensed professional counselor (hereinafter referred to as LPC), or other acceptable professional at the discretion of the DPA, at the ECP's and/or parent's/guardian's expense.

Counseling for an offense should be completed before resuming the ECA's activity. However; If the DPA feels that the ECP is enrolled and progressing at an acceptable pace, the student may be allowed to return to their activity while completing counseling.

If at any point, the ECP is not progressing at an acceptable pace, activities may be suspended again.

MFISD has entered a partnership with Bluebonnet Trails Community Services and the substance abuse program they offer is recommended; however, the ECP may use any LPC they choose.

III.

- a. ~~All offenses are cumulative throughout the ECP's eligibility. (7th through 12th grade)~~
- b. ~~The following disciplinary measures will be taken for any ECP testing positive to a drug test, and/or any ECP having written documentation reported by law enforcement officers as having been involved with drug activity (i.e.: selling, buying, use of or possession of drug paraphernalia or drugs eligible to be tested.)~~
- c. ~~Any suspension shall take place in the immediate activity that the ECP is involved in. If the student is not actively involved in an extracurricular activity at that time, the suspension will start with the next event that the ECP in involved in.~~
- d. ~~The student must be academically eligible in order for the events missed to count toward the suspension. If a student is academically ineligible at the time of the violation, or becomes academically ineligible during the suspension, the events missed shall not count toward the required events.~~

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FIRST OFFENSE

Sanctions:

1. Notification of parent/guardian to discuss ECP's sanctions.
2. Suspension from the ECA for 20% of all scheduled events with a minimum of 1 activity for those with 4 or fewer events in the season but does not include suspension from play-off practice game, scrimmages, practices, or program participation.
3. Documented completion of a minimum of 5 hours of drug education/counseling delivered by a Licensed Professional Counselor (hereinafter referred to as LPC), or other acceptable professional at the discretion of the DPA, at the ECP's and/or parent/guardian's expense. A list of LPC's will be provided by the DPA.
4. ECP will be tested each of the next 4 testing sessions. This will carry over into the next school year.

SECOND OFFENSE

Sanctions:

1. Notification of parent/guardian to discuss the ECP's sanctions.
2. Suspension from the ECA for 50% of scheduled events with a minimum of one activity for those ECA's with 2 events or less and until he/she has a negative drug test with the MFISD vendor.
3. Documented completion of a minimum of 10 hours of drug education counseling from a LPC, or other acceptable professional at the discretion of the DPA, at ECP's or parent/guardian's expense. A list of LPC's will be provided by the DPA.
4. ECP will be tested each of the next 6 testing sessions. This will carry over into the next school year.

THIRD OFFENSE

Sanctions:

1. Notification of parent/guardian to discuss the ECP's sanctions.
2. A high school ECP shall be suspended from ECA's for 1 calendar year, including class, practices, rehearsals, and contests.
3. A 7th or 8th grade ECP shall be suspended from ECA's for 1 calendar year including class, practices, rehearsals, and contests.
4. ECP may be reinstated to an ECA after 1 calendar year at the completion of a minimum of 15 documented hours of drug counseling and a negative drug test.
5. Parent/guardian is responsible for all counseling.
6. An ECP's suspension from ECA's under the third offense shall begin the day the Drug Program Administrator confirms the third test as positive.

FOURTH OFFENSE

Sanctions:

1. Notification of parent/guardian to discuss the ECP's sanctions.
2. A fourth positive test shall result in removal of the ECP, whether in high school or middle school, from participation in ECA's for the remainder of his or her middle school and high school eligibility.

~~A PARENT OR GUARDIAN, AT HIS OR HER OWN EXPENSE, MAY REQUEST ANOTHER TEST OF THE SAME SAMPLE BY ANOTHER CERTIFIED LABORATORY.~~

~~THE MARBLE FALLS INDEPENDENT SCHOOL DISTRICT WILL NOT BE RESPONSIBLE FOR ANY COST INCURRED BY THE PARENT/GUARDIAN OR ECP FOR DRUG EDUCATION, COUNSELING, OR RESIDENTIAL TREATMENT.~~

IV. DEFINITION OF TERMS

The following definitions are for the purpose of the drug-testing program in this policy:

1. Extracurricular Activity (ECA): Any membership or participation in any of the clubs, organizations, or activities on the attached list.
2. Extracurricular Participant (ECP): Any participating student in grades 7–12.
3. ECA: Extracurricular activities in grades 7–12.
4. DPA: Drug program administrator.
5. GC/MS: Gas Chromatography/Mass Spectroscopy; a scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with 100 percent accuracy.

APPEAL PROCESS

An appeal of a positive drug test finding must follow the prescribed process outlined in FNG(LOCAL).

The following definition is for the purpose of the drug-testing program in this policy.

1. The term "extracurricular activities" (ECA) means any membership or participation in any of the clubs, organizations or activities on the attached list.
2. Extra-Curricular Participant (ECP): ANY participating student in grades 7 through 12.
3. ECA: Extra-Curricular Activities in grades 7 through 12.
4. DPA: Drug Program Administrator
5. GC/MS: A Gas Chromatography/Mass Spectroscopy; a scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with 100 percent accuracy.
6. LPC: Licensed Professional Counselor

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LIST OF ACTIVITIES

Middle School (Including, but not limited to)

Band
Cheerleaders
Competition Choir
Junior FFA
Creative Problem Solving
UIL
Theater
Jr. High Athletic Department
Volleyball
Student Council
Theater Arts
UIL Academics

High School (Including, but not limited to)

Band
Football
Student Council
Baseball
Girls Basketball
UIL Academics
Boys Basketball
Girls Cross Country
UIL Journalism
Boys Cross Country
Girls Golf
4-H
Boys Soccer
Girls Tennis
Boys Tennis
Girls Track
Boys Track
NHS
Chess Club
PALS
HOSA
Cheerleaders
Parking on District Property
Competition Choir
Powerlifting
FBLA
Skills USA
FFA
Softball
FCCLA
Starlettes
Fishing Club
Lovely Ladies
Key Club

Thespians

LIST OF ACTIVITIES

Middle School

Band	Middle School Athletic Department
Cheerleaders	Student Council
Competition Choir	UIL Theater
Creative Problem Solving	UIL Academics
Junior FFA	Junior NHS
Theater Arts	

High School

Band	Girls Basketball	Thespians
Baseball	Girls Cross Country	UIL Academics
Boys Basketball	Girls Golf	UIL Journalism
Boys Cross Country	Girls Soccer	UIL Theater
Boys Golf	Girls Tennis	Volleyball
Boys Soccer	Girls Track	Yearbook
Boys Tennis	H.O.S.A.	4-H
Boys Track	Key Club	
Chess Club	Lovely Ladies	
Cheerleaders	NHS	
Child Guidance	PALS	
Competition Choir	Parking Permits/Parking on District Property	
FBLA	Powerlifting	
FFA	Skills USA	
FCCLA	Softball	
Fishing Club	Starlettes	
Football	Student Council	

A copy of the Drug Testing Policy is available in Spanish upon request in the Central Office.

Una copia de la Política de la Prueba para las drogas esta disponible en español en las oficinas administrativas si se requiere.

COMPLAINTS BY STUDENT/PARENTS

Usually student or parent complaints or concerns can be addressed simply by a phone call or conference with the coach/sponsor. For those complaints and concerns that cannot be handled so easily, the parent or student should first discuss the complaint or concern with the Athletic Director/UIL Director. If unresolved, parents or student athletes should follow the standard complaint policy established by the district.

**MARBLE FALLS INDEPENDENT SCHOOL DISTRICT
PARENT AND STUDENT EXTRACURRICULAR HANDBOOK AND DRUG
POLICY
ACKNOWLEDGMENT FORM**

Please read, sign, date, and return this form. Students will not be allowed to participate in Extracurricular Activities until this form is completed, signed and returned.

We have received and read a copy of the MFISD's Extracurricular Handbook and Drug Testing Policy. We understand that this policy is part of the District's rules and that it applies to all high school and middle school students participating in Extracurricular Activities. We understand and consent to all the requirements of this code and understand the consequences that my child will face if he or she fails to adhere to these rules and agree to such terms.

Print Student's Name

Student Signature _____ Date _____ Grade

Parent Signature _____ Date

Please list all extracurricular activities in which your student is currently participating: _____



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Expert help from friendly people

Marble Falls ISD Employee Survey 2017



Methodology



HR
Services



online

on paper



666
MFISD employees
invited to respond



86%

Response Rate

89%

2015 – 2016

Teacher

Other Campus Professional
Instructional Aide
Administrator
Clerical/Office

Auxiliary

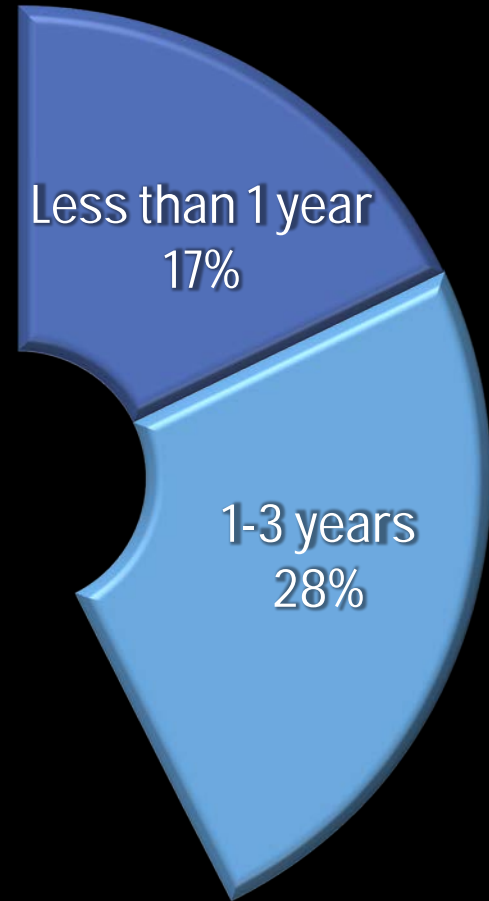
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Length of Employment

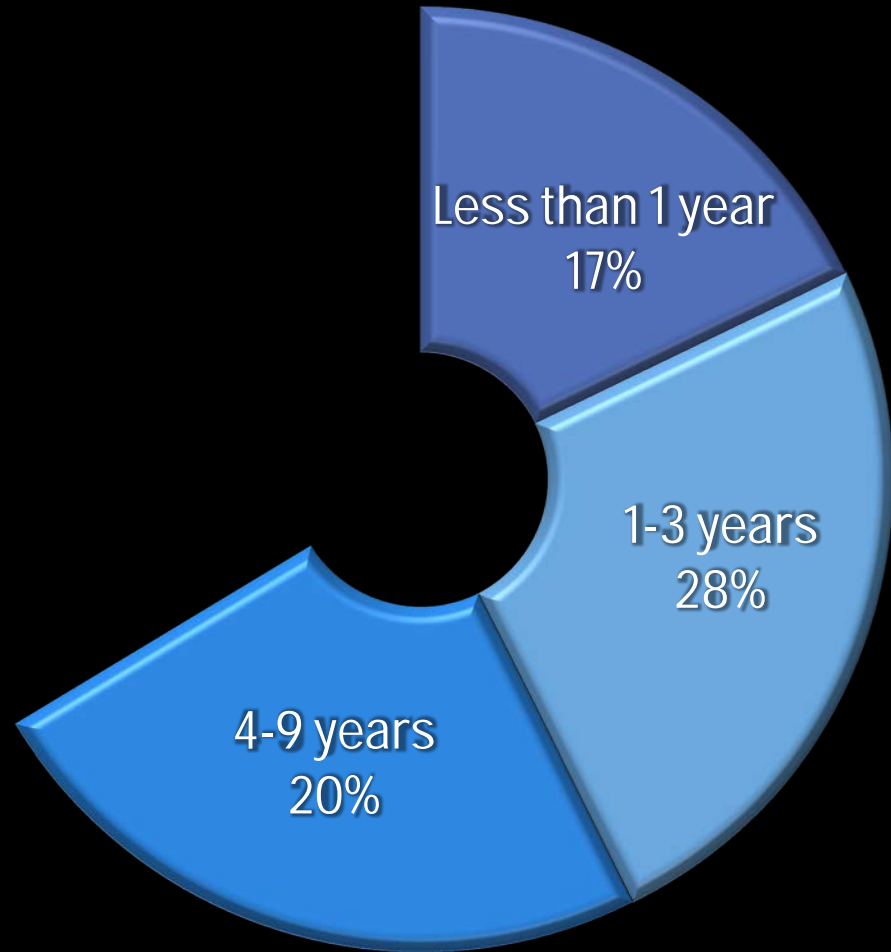
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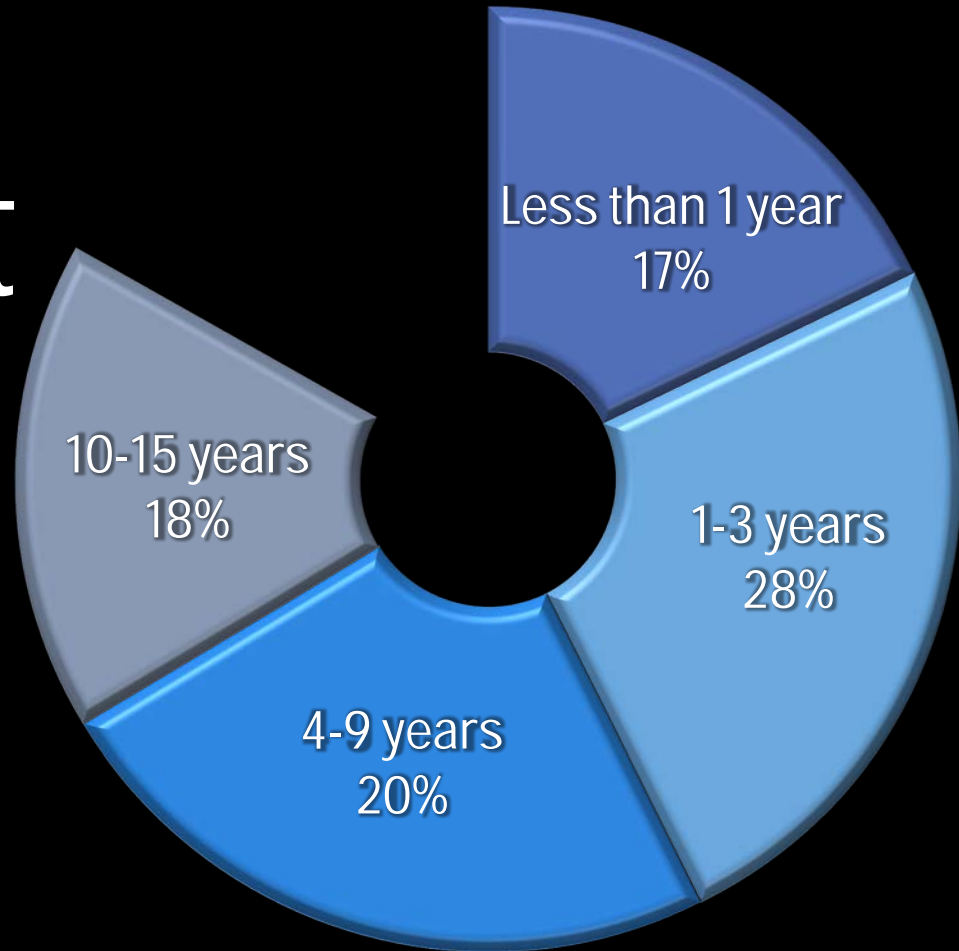
Length of Employment



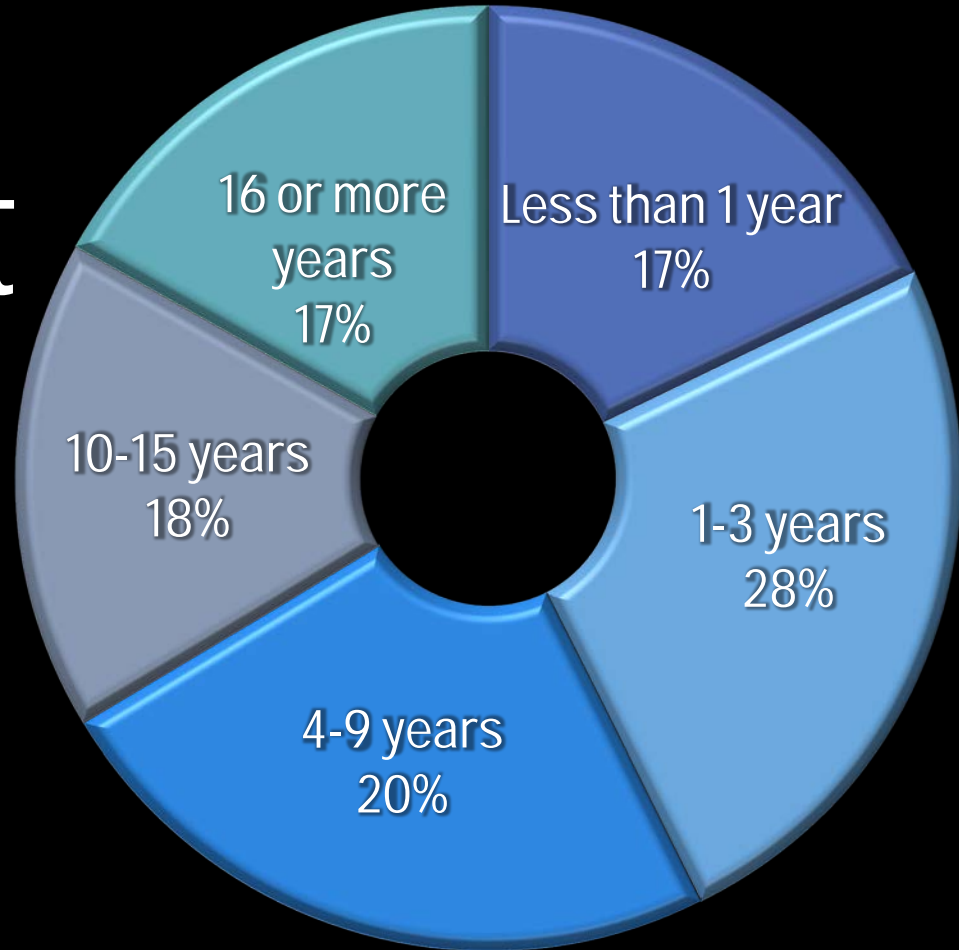
Length of Employment



Length of Employment



Length of Employment



Job Satisfaction



1 Compensation and benefits

Job Satisfaction

- 1 Compensation and benefits
- 2 Respectful treatment

Job Satisfaction

- 1 Compensation and benefits
- 2 Respectful treatment
- 3 Meaningful work

Job Satisfaction

- 1 Compensation and benefits
- 2 Respectful treatment
- 3 Meaningful work
- 4 Relationship with coworkers

Compensation and Benefits

My pay is fair.

2016 – 2017



2015 – 2016



My pay is competitive with other districts.

2016 – 2017

2015 – 2016



Leave time is adequate.

2016 – 2017



2015 – 2016



I get help with problems or questions about benefits when I need it.

2016 – 2017



2015 – 2016



Relationship with Coworkers

Relationship with Coworkers

92%

Average rating

92%

15 – 16 Average rating

Respectful
Treatment

District leaders value employees.

2016 – 2017



2015 – 2016



The district recognizes
employee accomplishments.

2016 – 2017



2015 – 2016



My principal treats me
with respect.

2016 – 2017



2015 – 2016



Meaningful Work

I like the work I do.

2016 – 2017



2015 – 2016



On most days I feel good about what I have accomplished.

2016 – 2017



2015 – 2016



I understand what is
expended of me in my job.

2016 – 2017



2015 – 2016



My job allows me to use
my skills and abilities.

2016 – 2017



2015 – 2016



I understand how my efforts
contribute to district goals.

2016 – 2017



2015 – 2016



Relationship with Coworkers

Relationship with Coworkers

92%

Average rating

92%

15 – 16 Average rating

Job Satisfaction and Engagement

Proud to work for Marble Falls ISD

2016 – 2017



2015 – 2016



Would recommend
the district

2016 – 2017



2015 – 2016



Would recommend the
campus or department

2016 – 2017



2015 – 2016



Working Conditions

The hours I work are reasonable.

2016 – 2017



2015 – 2016



My workload is appropriate.

2016 – 2017



2015 – 2016



I have the equipment, tools, and supplies I need to do my job.

2016 – 2017



2015 – 2016



Relationship with Supervisor

Relationship with Supervisor

85%

81%

Average rating

15 – 16 Average rating

District Leadership

83%

Average rating

81%

15 – 16 Average rating

Instructional Resources

Access to resources and materials

2016 – 2017



2015 – 2016



Access to instructional technology

2016 – 2017



2015 – 2016



Satisfied with resources for special populations

2016 – 2017

64%

2015 – 2016

56%

Teacher Input

Role in selecting instructional resources

2016 – 2017



2015 – 2016



Involved in decisions about instructional issues

2016 – 2017



2015 – 2016



Teacher Development

Feedback to help improve teaching

2016 – 2017



2015 – 2016



Opportunities to collaborate with colleagues

2016 – 2017



2015 – 2016



Opportunities to learn from other teachers

2016 – 2017



2015 – 2016



Staff development is useful

2016 – 2017



2015 – 2016



Training: more effective use of technology

2016 – 2017



2015 – 2016



Student Discipline

Principal sets and maintains behavioral standards

2016 – 2017



2015 – 2016



Assistance to resolve disciplinary problems in the classroom

2016 – 2017



2015 – 2016



Student code of conduct is enforced

2016 – 2017



2015 – 2016



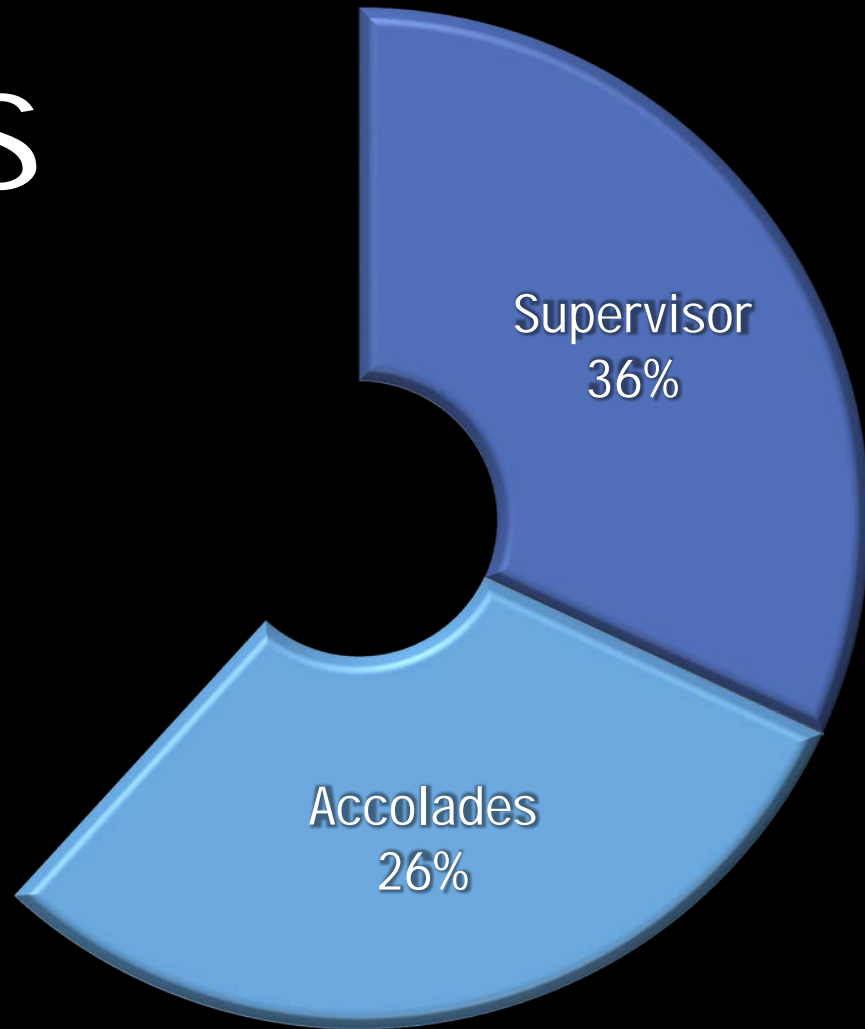
23%

provided
comments

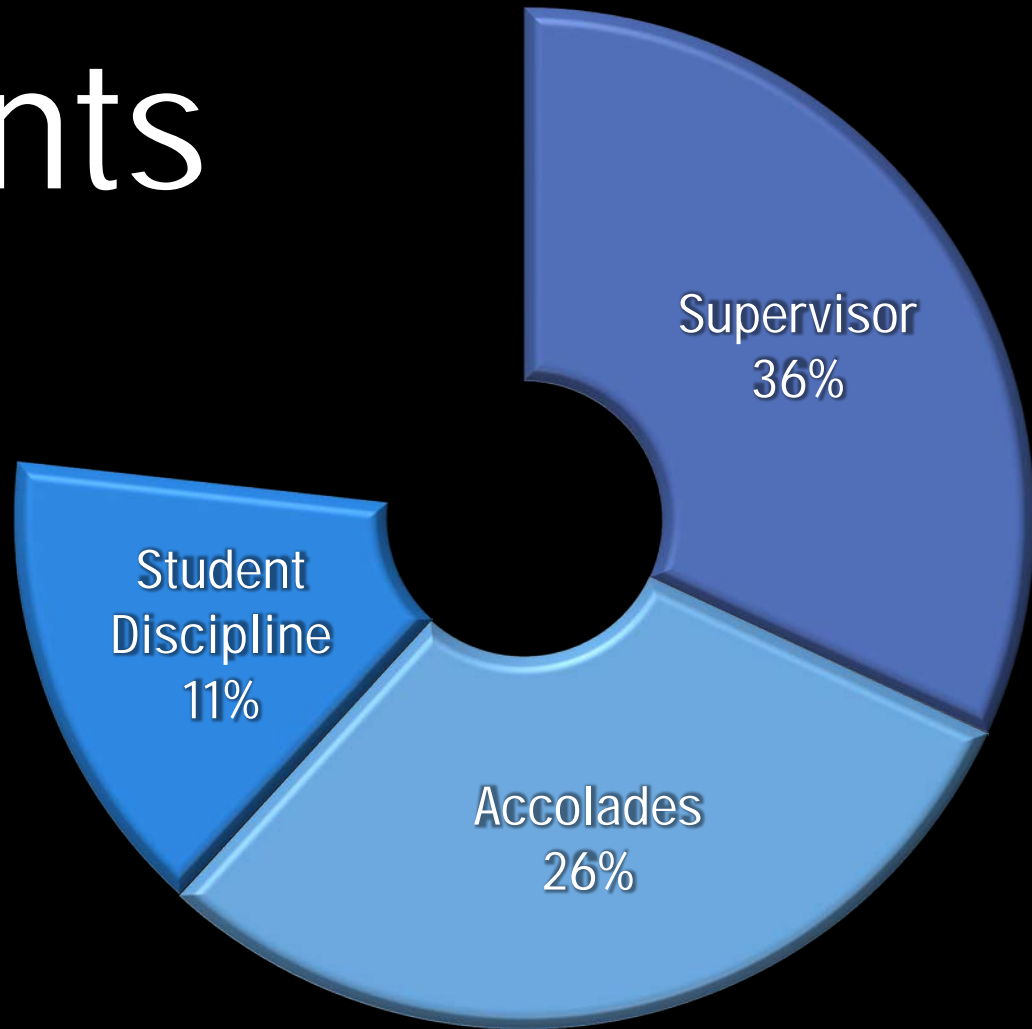
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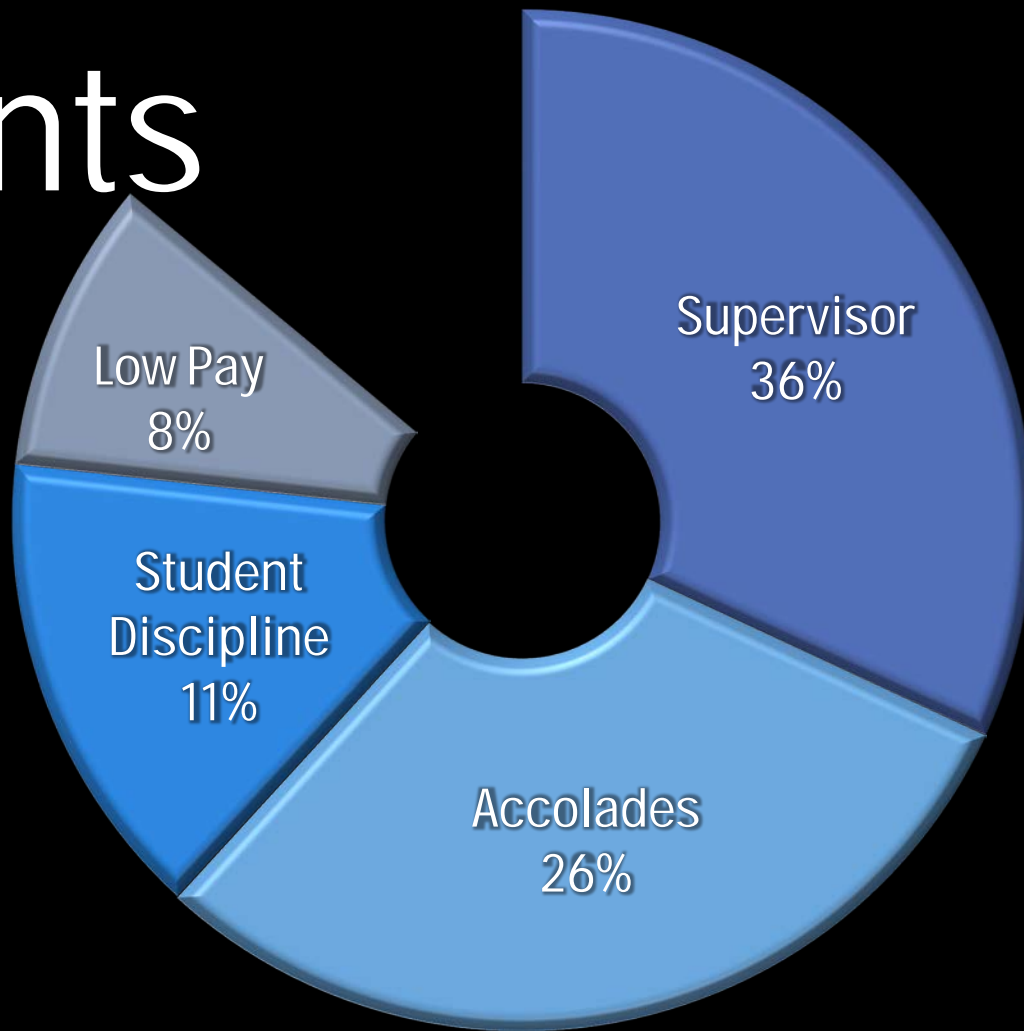
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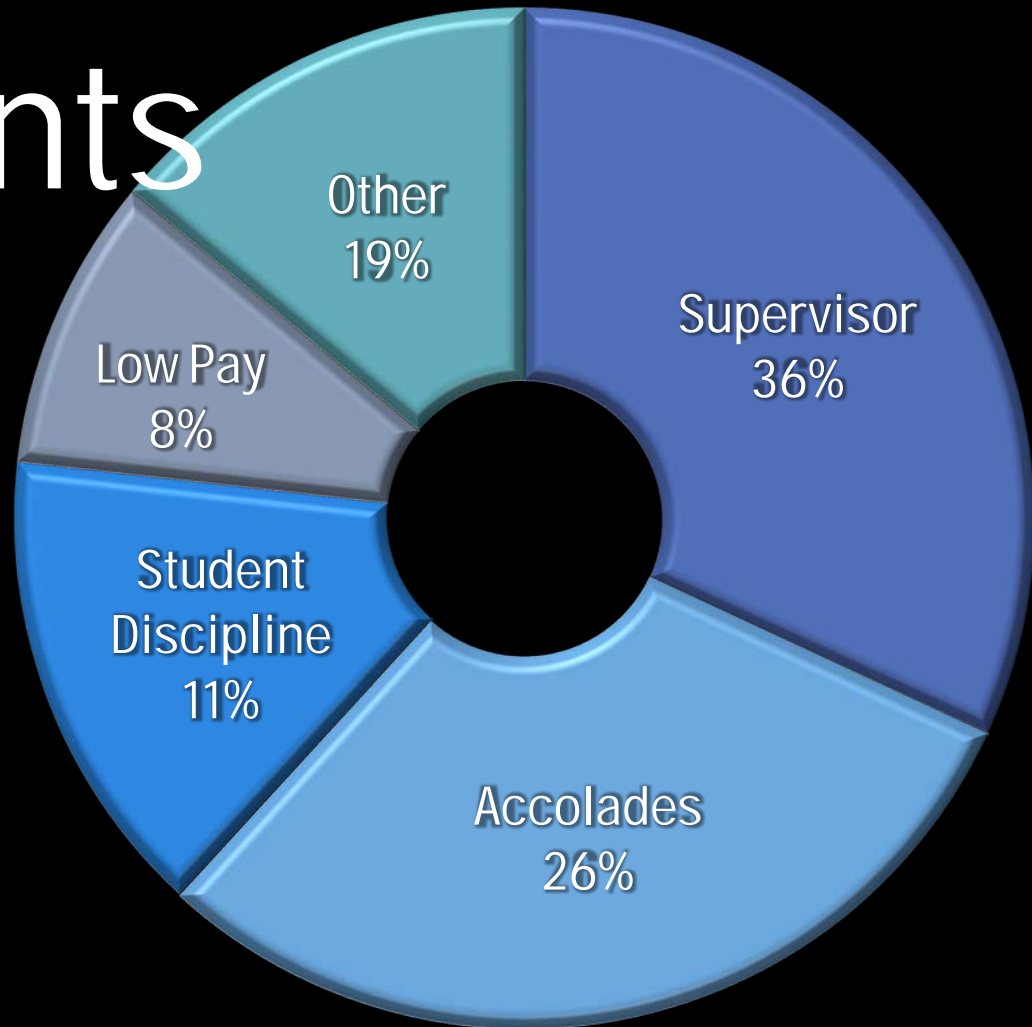
Comments



Comments



Comments





**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

CONTRACT FOR ELECTION SERVICES

THIS CONTRACT FOR ELECTION SERVICES (this "Contract") is made and entered into by and between the ELECTIONS ADMINISTRATOR OF BURNET COUNTY, TEXAS ("Contracting Officer") and the Local Political Subdivision set forth on the signature page of this Contract (the "LPS") pursuant to the authority under Section 31.092(a) of the Texas Election Code.

RECITALS

WHEREAS, the LPS expects to order an election during the term of this Contract and during any renewal term of this Contract (the "Election");

WHEREAS, the LPS desires that certain election services for the Election be provided by the Contracting Officer pursuant to Chapter 31, Subchapter D of the Texas Election Code and;

WHEREAS, the Contracting Officer and the LPS desire to enter into a contract setting out the respective responsibilities of the parties;

NOW, THEREFORE, the parties to this Contract agree as follows with respect to the coordination, supervision, and conduct of the Election.

I. GENERAL PROVISIONS.

- A. The purpose of this Contract is to maintain consistency and accessibility in voting practices, polling places, and election procedures to best assist the voters of the LPS. For purposes of this Contract the term "Election" will include any resulting recount or election contest. It will also apply to any election to resolve a tie.
- B. The Contracting Officer is hereby appointed to serve as the LPS's Election Officer and Early Voting Clerk to conduct the Election for those areas of the LPS located in Burnet County. As Election Officer and Early Voting Clerk, the Contracting Officer will coordinate, supervise and conduct all aspects of administering voting in connection with the Election in compliance with all applicable law except as otherwise provided in this Contract.
- C. The LPS agrees to commit the funds necessary to pay for election-related expenses for the LPS's election.
- D. The Contracting Officer has the right to enter into agreements with other entities at any time and may require that authorities of LPSs holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code. The LPS agrees to enter into a joint election agreement required by Burnet County.

II. RESPONSIBILITIES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

- A. ***Nomination of Presiding Judges and Alternate Judges.*** The Contracting Officer shall recruit and appoint Election Day presiding and alternate judges, central accumulation station

judges, and the Early Voting Ballot Board (EVBB) presiding judge, all of which shall meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code.

B. *Notification to LPS.* The Contracting Officer shall provide the LPS with the most up-to-date list of presiding and alternate judges three weeks before the statutory deadline to order the election and again three weeks before Election Day. LPS acknowledges that the information provided may not be final or complete.

C. *Notification to Presiding and Alternate Judges; Appointment of Clerks.*

1. The Contracting Officer shall notify each presiding and alternate judge of his or her appointment. The notification will also include the assigned polling location, the date of the election training(s), the date and time of the election, the rate of compensation, the number of clerks the judge may appoint, the eligibility requirements for election workers, and the name of the presiding or alternate judge as appropriate.
2. The election judge will make the clerk appointments in consultation with the Contracting Officer. If a presiding judge or the alternate judge does not speak both English and Spanish, and the election precinct is one subject to Sections 272.002 and 272.009 of the Texas Election Code, the Contracting Officer shall ensure that a bilingual election clerk is appointed. The Contracting Officer shall notify the clerks of the same information that the judges receive under this section.

D. *Election Training.* The Contracting Officer shall be responsible for conducting election training for the presiding judges, alternate judges, clerks, and Early Voting deputies in the operation and troubleshooting of the direct record electronic (DRE) voting system and the conduct of elections, including qualifying voters, issuing ballot style codes, maintaining order at the polling location, conducting provisional voting and counting votes.

E. *Logic and Accuracy Testing.* In advance of Early Voting (including the sending out of any mail ballots), the Contracting Officer, the tabulation supervisor, and other members the Contracting Officer designates for the testing board shall conduct all logic and accuracy testing in accordance with the procedures set forth by the Texas Election Code and under guidelines provided by the Secretary of State's office. The Contracting Officer shall also be responsible for the publication of the required notice of such testing.

F. *Election Supplies.* The Contracting Officer shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following election supplies: election and early voting kits (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code) seals, sample ballots, thermal paper rolls for use in the Judge's Booth Controllers (JBCs), batteries for use in the JBCs and eSlates, labels for the electronic poll books, and all consumable-type office supplies necessary to hold an election.

G. *Registered Voter List.* The Contracting Officer shall provide lists of registered voters required by law for use on Election Day and for the Early Voting period.

H. Notice at Previous Polling Place. The Contracting Officer shall post notices of a change in a polling place at the entrance to the previous polling location. Section 43.062 of the Texas Election Code provides that the notice shall state the location has changed and give the location of the new polling place.

I. Election Equipment. The Contracting Officer shall prepare and distribute the Direct Record Electronic (DRE) voting system components from Hart InterCivic, Inc. ("Hart") for the election. This voting system includes the equipment referred to as "eSlates" and "Judge's Booth Controllers" (JBCs). Each polling location will have at least one voting machine that is accessible to disabled voters and provides a practical and effective means for voters with disabilities to cast a secret ballot.

J. Ballots. The Contracting Officer or designee shall be responsible for the preparation, printing, programming and distribution of English and Spanish ballots and sample ballots, including the mail ballots, based on the information provided by the LPS, including names of the candidates, names of the offices sought, order of names on the ballot, propositions on the ballot, and the Spanish translation of the offices and any propositions. The ballot will be prepared in these formats: DRE, paper and auditory.

K. Early Voting. In accordance with Sections 31.096 and 32.097(b) of the Texas Election Code, the Contracting Officer shall serve as Early Voting Clerk for the election.

1. The Contracting Officer shall supervise and conduct early voting by mail and by personal appearance and shall secure personnel to serve as Early Voting Deputies.
2. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations as determined by the Contracting Officer.
3. The Contracting Officer shall receive mail ballot applications on behalf of the LPS. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or deputies at the Records Building, located behind the Burnet County Courthouse Annex at 1701 E. Polk St., Burnet, TX. Applications for mail ballots erroneously sent to the LPS shall be faxed promptly to the Contracting Officer for timely processing then the original application shall be forwarded to the Contracting Officer for proper retention.
4. Early voting ballots shall be secured and maintained at the Records Building at 1701 E. Polk St., Burnet, TX and in accordance with Chapter 87 of the Texas Election Code. The Early Voting Ballot Board shall meet at the same location unless posted differently.

L. Election Day Polling Locations. The Election Day polling locations are determined by the Contracting Officer in consultation with the LPS and in accordance with the Texas Election Code. The Contracting Officer shall arrange for the use of all Election Day polling places and shall arrange for the setting up of the polling location including tables, chairs and voting booths.

M. Election Day Activities.

1. The Contracting Officer and staff shall be available from 6:00 am until the completion of vote counting on Election Day to render technical support and assistance to voters and

election workers.

2. The Contracting Officer and staff shall prepare and conduct Election Night intake of election equipment, supplies and records.
3. The Contracting Officer and designee shall serve as central counting station manager and tabulation supervisor, counting the votes in conjunction with the Early Voting Ballot Board and the Central Counting Station judges.

N. *Election Night Reports.* The Contracting Officer shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the LPS via e-mail as soon as they are prepared and may be released under law, but no earlier than 7:05 pm on Election Day. The tabulation reports may also be provided to other counties as necessary for the election.

O. *Provisional Votes/Determination of Mail Ballots Timely Received under Section 86.007(d) of the Texas Election Code.* The Contracting Officer, serving as voter registrar, shall retain the provisional voting affidavits and shall provide factual information on each of the provisional voters' status. The Contracting Officer shall reconvene the EVBB after the election within the time set forth in Section 65.051 of the Texas Election Code for the purpose of determining the disposition of the provisional votes. At the same time, the EVBB will review mail ballots timely received under Section 86.007(d) of the Texas Election Code to determine whether such will be counted and to resolve any issues with such ballots.

P. *Canvass Material Preparation.* Promptly after determination of the provisional votes and resolution of any mail ballots, the Contracting Officer shall work with the EVBB to tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations, and submit new unofficial tabulations to the LPS. The reports will serve as the canvass materials for the LPS.

Q. *Custodian of Election Records.* The election records will be submitted to the LPS except for those records that must be maintained by the Contracting Officer as Voter Registrar in accordance with Section 66.051 of the Texas Election Code. The Contracting Officer is hereby appointed the custodian of voted ballots (which in the case of the ballots cast on the DRE voting system consists of the DVD backup) and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law. The Contracting Officer shall also maintain custody of the records pertaining to the operation of the JBCs and eSlates.

R. *Recount.*

1. If required by law, the Contracting Officer shall perform a partial manual count of electronic voting system ballots in accordance with section 127.201 of the Texas Election Code. A recount may also be requested in accordance with Chapter 212 of the Texas Election Code.
2. The LPS shall advise the Contracting Officer if a recount is required by law or requested and the Contracting Officer and the LPS shall discuss how such recount is

to be conducted. The LPS shall reimburse the Contracting Officer for the cost of such count which is not included in the original invoice.

S. *Schedule for Performance of Services.* The Contracting Officer shall perform all election services in accordance and compliance with the time requirements set out in the Texas Election Code.

T. *Contracting with Third Parties.* In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third parties for election services and supplies. The cost of such third-party services and supplies will be paid by the Contracting Officer and reimbursed by the LPS.

U. *Department of Justice Preclearance for General Elections.* If required by law, any changes to the general conduct of voting in Burnet County will be pre-cleared through the United States Department of Justice by the Contracting Officer with copies of the submission and response e-mailed to the LPS.

III. RESPONSIBILITIES OF THE LPS. The LPS shall perform the following responsibilities:

A. *Applications for Mail Ballots.* The LPS shall date stamp and then as promptly as possible fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the LPS shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

B. *Election Orders, Election Notices, and Canvass.* The LPS shall be responsible for preparing, adopting, publishing, and posting all required election orders, resolutions, notices and other documents, including bilingual materials, evidencing action by the governing authority of the LPS necessary to the conduct of the election. The LPS shall be responsible for conducting the official canvass of the election.

C. *Map/ Annexations.* The LPS shall provide the Contracting Officer with an updated map and street index of its jurisdiction in an electronic or printed format and shall advise the Contracting Officer of any annexations or de-annexations.

D. *Department of Justice Preclearance for Special Elections.* If required by law, the LPS shall be individually responsible for obtaining appropriate preclearance from the United States Department of Justice for any special elections.

E. *Ballot Information.* The LPS shall prepare the text for the LPS's official ballot in English and Spanish and provide to the Contracting Officer as soon as possible at the end of the period for ordering the election or filing for candidacy. The ballot information shall include a list of propositions showing the order and the exact manner in which the candidates' names and the propositions are to appear on the ballot. The LPS shall promptly review for correctness the ballot when requested by the Contracting Officer to do so prior to finalization and shall approve by e-mail or by signature in person.

F. *Precinct Reports to the Texas Secretary of State.* Based on information provided by the Contracting Officer, the LPS shall prepare and file all required precinct reports with the Texas Secretary of State.

G. Annual Voting Report. The LPS shall be responsible for filing its annual voting system report to the Texas Secretary of State as required under Chapter 123 *et seq.* of the Texas Election Code.

IV. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. Number of Election Workers at Election Day Polling Locations. It is agreed by the Contracting Officer and the LPS that there will be at least three election workers at each Election Day polling location: the presiding judge, an alternate judge, and at least one election clerk appointed by the presiding judge. The number of necessary clerks is derived from the number of elections at the poll and the number of registered voters for that poll.

B. Compensation for Election Workers. The Contracting Officer shall compensate all election workers in accordance with the Contracting Officer's established compensation policies, in accordance with the Texas Election Code and using the rates set by Burnet County Commissioners Court for county elections. The Contracting Officer shall pay the workers and be reimbursed by the entities sharing the polling location unless a polling place is open for only one LPS holding an election. In this case, the LPS shall pay the election workers directly.

V. PAYMENT

A. Charges and Distribution of Costs. In consideration of the joint election services provided by the Contracting Officer, the LPS will be charged a share of election costs and an administrative fee. The costs distribution is set forth in the Joint Election Agreement. The cost estimate is set forth in the Cost Estimate.

B. Administrative Fee. The Contracting Officer shall charge a fee equal to 10% of the LPS's share of the cost of the election or a minimum of \$75.00.

C. Equipment Rental Fee. Per Section 123.032(d) of the Texas Election Code, the Burnet County Commissioners Court has set the equipment rental fee at \$150 per JBC and per eSlate. There is no charge for Early Voting rental of equipment. If the County acquires additional equipment, different voting equipment, or upgrades existing equipment during the term of this Contract, the charge for the use of the equipment may be reset by the Burnet County Commissioners Court.

D. Fixed Lump Sum Price for Districts other than Cities, School Districts and Central Texas Groundwater Conservation District. A LPS that is not a city, school district or the Central Texas Groundwater Conservation District shall pay the Contracting Officer a fixed lump sum price to administer its election. The only item not included in the lump sum price is the cost of any recount.

E. Payment. The Contracting Officer's invoice shall be due and payable to the address set forth in the invoice within 30 days from the date of receipt by the LPS.

VI. TERM AND TERMINATION

A. Initial Term. The initial term of this Contract shall commence upon the last party's execution

hereof and shall continue thereafter in full force and effect for one year, subject to the termination rights set forth herein.

- B. *Renewal.*** Subject to the termination rights set forth herein, this Contract shall automatically renew for a one-year term.
- C. *Termination.*** If either party wishes to terminate this Contract for convenience or for cause the party must provide thirty (30) business days' written notice to the other party and allow for discussion of the desired outcome and options to reach the desired outcome. In the event of termination, it is understood and agreed that only the amounts due to the Contracting Officer for services provided and expenses incurred will be due and payable.

VII. MISCELLANEOUS PROVISIONS

- A. *Nontransferable Functions.*** In accordance with Section 31.096 of the Texas Election Code, nothing in this Contract shall authorize or permit a change in:
 - 1. The authority with whom or the place at which any document or record relating to the election is to be filed;
 - 2. The officers who conduct the official canvass of the election returns;
 - 3. The authority to serve as custodian of voted ballots or other election records; or
 - 4. Any other nontransferable function specified under Section 31.096 or other provisions of Texas law.
- B. *Cancellation of Election.*** If the LPS cancels its election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall be entitled to receive an administrative fee of \$75. The Contracting Officer shall submit an invoice for the administrative fee as soon as reasonably possible after the cancellation, and the LPS shall make payment therefore in a manner similar to that set forth in **V. PAYMENT** above.
- C. *Contract Copies to Treasurer and Auditor.*** In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this Contract with the County Treasurer and the County Auditor of Burnet County, Texas.
- D. *Election to Resolve a Tie.*** In the event that an election is necessary to resolve a tie vote, the terms of this Contract shall extend to the second election, except:
 - 1. The LPS and the Contracting Officer will agree upon the date of the election and the early voting schedule subject to provisions of the Election Code and with regard to other elections conducted by the Contracting Officer.
 - 2. The LPS will be responsible for any Department of Justice preclearance submission under Section 5 of the Federal Voting Rights Act.
 - 3. An attempt will be made to use election workers that worked in the first election; those poll workers will not have additional training provided by the Contracting Officer.

4. The cost of the election will be borne by the LPS; the Contracting Officer will work with the LPS on cost management.

E. Amendment/ Modification. Except as otherwise provided, this Contract may not be amended, modified, or changed in any respect except in writing, duly executed by the parties hereto. Both the Contracting Officer and the LPS may propose necessary amendments or modifications to this Contract in writing in order to conduct the election smoothly and efficiently, except that any such proposals must be approved by the Contracting Officer and the governing body of the LPS or its authorized agent, respectively.

F. Severability. If any provision of this Contract is found to be invalid, illegal, or unenforceable a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect the remaining provisions of this Contract and parties to this Contract shall perform their obligations under this Contract in accordance with the intent of the parties to this Contract as expressed in the terms and provisions.

G. Representatives. For purposes of implementing this Contract and coordinating activities, the Contracting Officer and the LPS designate the following individuals for submission of information, documents and notice:

For the Contracting Officer:

Doug Ferguson
Elections Administrator, Burnet County
220 S. Pierce
Burnet, TX 78611
Tel: (512) 715-5288
Fax: (512) 715-5287
Email: electadmin@burnetcountytexas.org

For the LPS:

* * *

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

CONTRACTING OFFICER:

Doug Ferguson, Elections Administrator
Burnet County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

THE LOCAL POLITICAL SUBDIVISION:

Name of Entity: _____

By: _____

Printed Name: _____

Official Capacity: _____

ATTEST: _____

JOINT ELECTION AGREEMENT 2017-2018

FOR BURNET COUNTY LOCAL POLITICAL SUBDIVISIONS

Whereas, the undersigned local political subdivisions, collectively referred to hereafter as the “LPSs”, each anticipate holding election(s) from August 2017 to July 2018; and

Whereas, each of the LPSs is located partially or entirely within Burnet County, Texas (the “County”); and

Whereas, the County has contracted or is contracting with each LPS to conduct and provide election services for such LPS’s election(s) from August 2017 to July 2018; and

Whereas, the LPSs all desire to enter into a joint election agreement for the purpose of sharing election equipment, costs, services of election officials, and sharing precinct polling locations and election ballots where appropriate.

NOW THEREFORE, the LPSs agree as follows:

- I. **Scope of Joint Election Agreement.** The LPSs enter this Joint Election Agreement (“Agreement”) for the conduct of the elections to be held from August 2017 through July 2018.
- II. **Appoint Election Officer.** The LPSs appoint the Burnet County Elections Administrator to serve as the Election Officer for each LPS in order to perform and supervise the duties and responsibilities of the Election Officer for any election from August 2017 through July 2018.
- III. **Early Voting Polling Locations.** The Early Voting locations for the elections will be at the main Burnet Courthouse, 220 S. Pierce, Burnet, TX 78611 and the Courthouse South Annex in Marble Falls, 810 Steve Hawkins Pkwy., Marble Falls, TX 78654. The costs incurred in connection with the Burnet Courthouse Early Voting location will be shared only by the Burnet Consolidated Independent School District, the City of Burnet, the City of Bertram, the Central Texas Groundwater Conservation District (CTGCD) and Burnet County. The costs incurred in connection with the Courthouse South Annex Early Voting location will be shared only by the Marble Falls Independent School District, the City of Marble Falls, the City of Granite Shoals, the City of Cottonwood Shores, the City of Meadowlakes, the City of Highland Haven, the City of Horseshoe Bay, the CTGCD and Burnet County.
- IV. **Election Day Polling Locations.** Election Day voting shall be held in common precincts where appropriate at the dates, times, and locations recommended by the Election Officer and authorized and ordered by the governing body of each LPS. Those will be decided within one week after the last day to order an election.
- V. **Cost Sharing.** The LPSs agree to the cost sharing provisions below. This includes Burnet County, the school districts of the county, the cities of the county, and the Central Texas Groundwater Conservation District. Other entities pay a lump sum of \$1,000 for their election.
- VI. **Effective Date.** This Agreement becomes effective upon execution by the participating LPSs.
- VII. **Amendments.** This Agreement may not be amended or modified except in writing and executed by each LPS.

COST SHARING – NOVEMBER UNIFORM ELECTION DATE

- I. The following expenses will be shared equally by all LPSs holding an election including Burnet County: the newspaper notice for the Logic and Accuracy Test of the ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
 - a. The county will bear at least 70% of these election costs at each voting location. The remaining 30% will be shared so that 20% is paid by the Independent School District (ISD) or CTGCD associated with the polling place and the remaining 10% is paid by any/all cities equally sharing the costs. If both the ISD and CTGCD are holding elections, they each pay 10%, with any/all cities equally sharing the remaining 10%.
 - b. If there is no city election, the ISD or CTGCD associated with the polling place pays 20% or 10% each and the county the remaining 80%. Subsequently, if there is no ISD or CTGCD election, any/all cities pay 10% of the costs associated with the polling place and the county pays 90%.
 - c. If there is no city, no ISD and no CTGCD election, the county pays 100% of the costs.
- III. It is acknowledged that cost sharing expenses will fluctuate depending upon the number of required polling locations and poll workers required as General Elections, held on even-numbered years, typically require more resources than Constitutional Amendment elections, held on odd-numbered years.

COST SHARING – MAY UNIFORM ELECTION DATE

- I. The following expenses will be shared equally by all LPSs holding an election including Burnet County: the newspaper notice for the Logic and Accuracy Test of the ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
 - a. For polling locations conducting elections of the county: the county will bear 50% of the election costs at each voting location. The remaining 50% will be shared so that 40% is paid by the Independent School District (ISD) associated with the polling place and the remaining 10% is paid by any/all cities equally sharing the costs.
 - b. If there is no city election, the ISD associated with the polling place pays 50%. Subsequently, if there is no ISD election, any/all cities pay 50% of the costs equally.
 - c. If there is no city or ISD election the county pays 100%.
 - d. For polling locations NOT conducting elections of the county: the ISD pays 80% and any/all cities pay 20% equally.
 - e. If there is no city election, the ISD pays 100%.
 - f. If there is no ISD election, any/all cities pay 100% equally.

A cost estimate for the LPS election will be submitted separately.

APPROVED BY THE GOVERNING BODY OF _____ in its meeting held the
____ day of _____, 201_, and executed by its authorized representative.

By: _____
Name: _____
Title: _____

ACKNOWLEDGED BY:

Doug Ferguson
Elections Administrator, Burnet County, Texas

Date



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing Date Submitted:	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Subject:		
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Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Marble Falls Independent School District
Department of Special Services
1800 Colt Circle
Marble Falls, Texas 78654
830-798-3516 Fax 830-798-3522

MEMORANDUM OF AGREEMENT

Contracted Consultant: Ray Condon
Position: Teacher for the Visually Impaired
Mailing Address: 4508 Hyridge Dr.
Austin, Texas 78759
Telephone: 512-418-8478
Certification: Life

This agreement between Marble Falls ISD and Ray Condon provides for the delivery of educational services. The services of the contracted specialist are secured to provide services for designated eligible student(s) and/or teacher(s) and others working with student(s) for whom such services cannot be provided by an employee within the district. It is understood that no conflict of interest is presented to either party in the hiring of the specialist to provide such services.

This agreement to provide services for students identified as visually impaired is conditioned on the professional contractor's satisfactorily providing the certification, if any is required, service records, and other records required by law, the Texas Education Agency, the State Board of Educator Certification, any other licensing authority, or the District. Misrepresentation or fraud by the contractor in any of these records or the employment application shall be good cause for termination of the contract.

The professional contractor represents that he has made written disclosure to the District of any conviction, including a no-contest or guilty plea, for a felony or any offense involving moral turpitude. The contract professional agrees that Marble Falls ISD is authorized to obtain a state or national report of the contractor's criminal history at any time during employment.

Failure to submit valid certification for the assignment, if any is required, to the Superintendent by the first day of the assigned duties for the term covered by this agreement or to maintain valid certification throughout the term of the agreement voids the agreement, and the District may respond as it deems appropriate under the circumstances.

The professional contractor shall comply with and be subject to state and federal law and District policies, rules, regulations, and administrative directives. The professional contractor shall satisfactorily submit all reports or records as required by special education laws and requirements.

Ray Condon agrees to the following:

- Perform educational services as referred by the Executive Director of Special Services and the Campus Teams.
- Provide the school district with a copy of your current certification.
- Follow all professional guidelines in the administration of tests and educational guidelines in the schools.
- Develop a written report of the results of the Full and Individual Evaluations as required for students with visual impairments.
- Report and sign in and out with the secretary at the school office before the services are provided to the student.
- Report to the teacher at the time of the provision of services to students at the student's school.
- Submit an invoice monthly and a final bill by August 31 of each calendar year.
- Provide progress reports on a six-week basis and mail them home to parents.
- Attend A.R.D. committee meetings to share assessment results and determine eligibility and needed services.
- Notify Marble Falls I.S.D. Special Services Department if any conditions of this contract require revision.

Visual Impairment Services:

- Attend as needed low vision evaluations.
- Prepare the APH (American Printing House for the Blind) count.
- Train students and staff on equipment needed for the student's visual impairment.
- Meet with the teachers and administrators to consult on the student's needs.
- Monitor medical and educational issues related to the vision loss.

Marble Falls ISD agrees to the following:

- Charges will be reimbursed at the rate of \$75.00 an hour.
- Travel expenses will be reimbursed at \$.50 a mile for travel.
- Payment will be made on a monthly basis after service is performed and an invoice is received by the Special Services Department and processed by the business office.



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**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Public Workers' Compensation Program Interlocal Agreement

This Interlocal Agreement is entered into by and between the Public Workers' Compensation Program (Program) and among any Local Governments as that term is defined by the Interlocal Cooperation Act – Chapter 791, Texas Government Code that become parties hereto in accordance with the terms hereof.

WITNESSETH:

The undersigned Local Government (collectively and respectively the "Participant") in consideration of the adoption of a plan of self-insurance as authorized in Chapter 504, Texas Labor Code, to provide workers' compensation benefits, and in further consideration of other Local Governments executing this Interlocal Agreement, does hereby agree to become a Participant in the Program.

The parties recognize that the Program is a Workers' Compensation self-insurance fund authorized by statute and the coverage provided is not considered and does not constitute insurance under any Texas law, including the Texas Insurance Code nor under the common law.

The Participant agrees to the following conditions:

1. The duration of the Interlocal Agreement shall continue in existence and renew annually as long as two or more Participants remain in the Program. This agreement may be terminated by the Participant or Program on any successive renewal date by giving written notice no later than sixty (60) days prior to the renewal date by certified mail.

2. The Participant, by joining into this Interlocal Agreement satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services as authorized in Chapter 791, Texas Government Code and Chapter 44, Texas Education Code.

3. The Participant will furnish annually to the Program the estimated payroll by classifications by the date specified by the Program. At the end of the Participant's fiscal year, the Participant shall submit to the Program the actual payroll amounts by classifications. Any amounts due the Program or the Participant shall be paid. The Program reserves the right to audit the payroll records of the Participant.

4. The Participant agrees to pay the annual net contributions as provided by the Program, and if required its pro-rata share of additional contributions necessary to pay the total claims and expenses incurred annually by the Program in excess of contributions and fund balance. (Pro-rata share shall mean the ratio of each Participant's net contribution.) Should the Participant leave the Program at any time, they shall be liable to pay an amount equal to an estimate of their maximum Liability in the Program less their contribution already paid.

5. The Participant agrees to forfeit all rights to any equity in the Program for current or prior participation periods if this agreement is terminated. The Board of Directors reserves the right to distribute equity to fund claims, services and/or provide participant refunds.

6. The Program shall invest Program funds in accordance with guidelines approved by the

Board of Directors.

7. The Program shall provide stop loss coverage for the Participant.

8. The Participant shall have a loss control plan. The Program will coordinate with the Participant to make all reasonable efforts to eliminate and minimize hazards that would contribute to workers' compensation losses.

9. The Program agrees to handle any and all claims after notice of injury has been given. The Participant agrees to appoint the Program to act in all matters pertaining to the processing and handling of workers' compensation claims and shall cooperate fully in supplying any information needed. All decisions on individual cases shall be made by the Program.

10. The Participant agrees that any suit brought by one of its employees, pursuant to the provisions of Chapter 504, shall be defended in the name of the Participant. The expenses of suit shall be borne by the Program.

11. The Participant shall agree to abide by the Program Bylaws.

12. The Program shall provide for an annual audit of the financial statements.

13. In the event an employee of a Participant is injured by a third party and any recovery from the third party is made, the Participant agrees that the amount recovered shall be used to reimburse the Program for its compensation, medical payments, and expenses.

14. If any portion of this Interlocal Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions hereof shall continue in full force and effect.

15. This Interlocal Agreement represents the complete understanding of the Program and the Participant and may not be amended or altered without the written consent of both parties.

IN WITNESS WHEREOF, the undersigned, shall become Participants to the Interlocal Agreement.

School Entity Name _____

Signature of Participant Representative _____

Printed Name of Participant Representative _____

Date: _____

Public Workers' Compensation Program (PWCP)

Signature of PWCP Chairman _____

Printed Name of PWCP Chairman _____

Date: _____

**Public Workers' Compensation Program
Marble Falls ISD
Addendum to the Interlocal Agreement**

3 Year Rate Guarantee – PWCP Program Factor .361

1. The Public Workers' Compensation Program hereby agrees to provide Marble Falls ISD the rates per class code, experience modifier and applicable program factor for 2017-18, 2018-19, and 2019-20.
2. If Marble Falls ISD provides notice of cancellation prior to the end of this three-year agreement, it shall be responsible for its annual maximum liability (annual contribution) less any contribution already paid.
3. If Marble Falls ISD provides notice of cancellation prior to the end of this three-year agreement, a short-term cancellation contribution of 10% of the annual contribution for all years will be charged and payable within 30 days after notice is received.
4. This Addendum is subject to annual appropriations by Marble Falls ISD. This Addendum may be terminated by Marble Falls ISD on any successive renewal date by giving written notice no later than sixty (60) days prior to the renewal date. If Marble Falls ISD terminates for any reason prior to the end of this Addendum, a short-term cancellation contribution as stated in #3 will apply.
5. This Addendum to the Interlocal Agreement, and the Interlocal Agreement signed on _____, 20____ shall represent the entire agreement and may not be amended or altered without the written consent of both parties.

IN WITNESS WHEREOF, the undersigned agrees to the Addendum to the Interlocal.

EXECUTED, _____, 20____ and effective as of September 1, 2017.

Marble Falls ISD

Signature of Participant Representative _____

Printed Name of Participant Representative _____

Public Workers' Compensation Program (PWCP)

Signature of PWCP Chairman _____

Printed Name of PWCP Chairman _____

Date: _____

Marble Falls Independent School District
Board Meeting Minutes
May 15, 2017

Kevin Naumann, President, called the regular meeting to order at 6:04 p.m. at the Marble Falls ISD Administration Building. A quorum was present; notice of this meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Board Members Present: Kevin Naumann, Karl Westerman, Kevin Virdell, Lee Ann Johnson, Mike Savage and Gary Boshears

Board Members Absent: None

Administrators Present: Dr. Chris Allen, Dr. Wes Cunningham, Jeff Gasaway, Lisa LeMon, Bruce Peckover, Emmett Aubry, Roger Barr, Dr. Susan Maughan, Erika O'Connor, Dr. Melissa Fields, Deb Canup, Susan Cox, Leslie Baty, Michael Haley, Vicki Crouse, George Hamilton, Sharon Oldham, Bethany Birdwell and Tim McIntyre.

Members of the Press: None

Special Recognitions

Special Recognition of the MFHS Track Regional Qualifiers

Anthony Torns, Head track coach, introduced the regional qualifiers and they were recognized for their efforts and hard work.

2017 Retirees

Jeff Gasaway, Assistant Superintendent, recognized each retiree with their number of years of service in Marble Falls ISD and their total years in teaching. Each director or principal handed the retiree a retirement bell. Dr. Chris Allen and the School Board shook hands with each retiree.

Living the Vision

Emmett Aubry, Interim Principal, recognized Mary Parker for loving and inspiring students, staff and parents every day with her positive attitude and hard work.

Mike Savage stepped down from the dais.

Administration of Oath of Office

Krystal Dunk administered the oath of office to each Lee Ann Johnson, Kevin Virdell and Larry Berkman.

Executive Session

At 6:38 p.m., the Board adjourned into executive session to discuss Board Reorganization (TX Govt. Code 551.074) and consult with the board's attorney regarding pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the District under the Texas disciplinary rules of professional conduct of the state bar of Texas clearly conflicts with the provisions of the government code (TX govt. code sections 551.071 and 551.129).

The Board reconvened from executive session at 7:21 p.m.

Discussion and Possible Approval of Action Arising from Executive Session

Election of Board of Trustees Officers for 2017-2018

Gary Boshears nominated a slate of Board Officers as Kevin Naumann as President, Karl Westerman as Vice President and Lee Ann Johnson as Secretary.

For: 6 Against: 0 Absent: 0

Citizens Comments

No one asked to speak.

Information Items

Financial Report

-General Fund Summary

-Expenditure Report

Graduation Details

Proposed Board Meeting Dates for 2017-2018

Presentation/Discussion Items and Possible Action

Summer Professional Development

Dr. Wes Cunningham, Assistant Superintendent, updated the board with information regarding the professional learning program for staff in Marble Falls ISD.

Executive Session

At 7:36 p.m., the Board adjourned into executive session to deliberate and consider regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee — Board Officer positions and Board Vacancy (TX Govt. Code 551.074).

Lee Ann Johnson left Executive Session and the Regular Board meeting at 7:59 p.m.

The Board reconvened from executive session at 8:05 p.m.

Discussion and Possible Approval of Action Arising from Executive Session

Appoint Candidate to fill Board Vacancy

Upon a motion by Gary Boshears, second by Karl Westerman, the Board approved appointment of Mike Savage to fill Place 5 until the term ends.

For: 5 Against: 0 Absent: 1

Professional Personnel

Upon a motion by Karl Westerman, second by Gary Boshears, the Board approved Dr. Chris Allen's recommendation to approve the professional personnel as presented.

For: 5 Against: 0 Absent: 1

Presentation/Discussion Items and Possible Action

Special Education Update

Dr. Susan Maughan, Executive Director of Special Services presented to the Board a highlight of the services provided by her department. Shana Hale, Assistant Director of Special Services, also addressed the Board.

Proposed Policy Amendment: FNF (Local)

Jeff Gasaway, Assistant Superintendent, notified that Board that next month he will seeking approval to amend local policy FNF with specific focus to our district's student drug testing policy. The changes align the policy with the current practices around the program. Additionally, it adds to the current list of drugs eligible for testing. The final adjustment was in the area of sanctions for positive testing. With the newly developed partnership with Bluebonnet Trails, FNF (LOCAL) reflects best practice in regards to drug counseling/education and graduated sanctions that that enables our district to address concerns regarding a positive drug test with a student.

Engagement Letter with West, Davis & Company, Auditors

Lisa LeMon, Executive Director of Finance, requested that the District again engage West, Davis & Company to conduct the annual audit.

Refresh of Student and Teacher Devices

Lisa LeMon, Executive Director of Finance, and Nathan Fink, Director of Technology, presented to the Board the district's current practice, as well as, our proposed practice for next and future years.

MOU with Education Foundation

Dr. Chris Allen, Superintendent, reported that Marble Falls ISD has worked this spring with Foundation Innovation to establish the Marble Falls ISD Education Foundation. As this partnership is being established, it is necessary to develop a Memorandum of Understanding that will clearly establish the expectations and boundaries developed between each entity. This MOU has been developed in partnership with Foundation Innovation with guidance from our lawyers.

Consider and Possible Approval of Action

Consent Agenda

Upon a motion by Gary Boshears, second by Kevin Virdell, the Board approved the following:

- Minutes from Special Board Meeting held March 21, 2017
- Minutes from Regular Board Meeting held March 21, 2017
- Proclamation 2017 Publisher Approval & Instructional Materials Allotment TEKS Certification
- Purchase Approval for Instructional Materials for Language Other than English

For: Kevin Virdell, Gary Boshears, Larry Berkman and Kevin Naumann
Against: None
Absent: Lee Ann Johnson
Abstained: Karl Westerman

District Depository Contract

Upon a motion by Gary Boshears, second by Karl Westerman, the Board approved the depository contract with First State Bank Central Texas for the years 2017-18 and 2018-19.

For: Karl Westerman, Gary Boshears, Larry Berkman and Kevin Naumann
Against: None
Absent: Lee Ann Johnson
Abstained: Kevin Virdell

Upcoming Meetings

Monday, June 5, 2017 – Special Board Meeting
Summer Leadership Institute Conference - June 15-17, 2017 - San Antonio
June 22-24, 2017 - Fort Worth
Monday, June 26, 2017 – Regular Board Meeting

Adjournment

Hearing no objection, the Board adjourned at 8:59 p.m.

Approved:

Kevin Naumann, President

Lee Ann Johnson, Secretary

Kevin Naumann, President, called the special meeting to order at 6:16 p.m. at the Marble Falls ISD Administration Building. A quorum was present; notice of this meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Board Members Present: Kevin Naumann, Gary Boshears, Larry Berkman and Lee Ann Johnson

Board Members Absent: Karl Westerman & Kevin Virdell

Administrators Present: Dr. Chris Allen, Lisa LeMon and Dr. Wes Cunningham

Members of the Press: None

Administration of Oath of Office to Mr. Mike Savage
Skipped until June 26, 2017 Regular Board Meeting.

Presentation/Discussion Items and Possible Action

Budget Update

Lisa LeMon, Executive Director of Finance, presented the 2017-18 budget to the Board. The District plans to present a balanced budget at the June 26, 2017 regular meeting. In order to balance the budget, the District will cut two school buses and two white fleet purchases and a portion of the amount allotted for facility improvements. If property tax values increase more than 2.75%, the District will add back the two school buses, the two white fleet vehicles and restore the amount for facility improvements. If property tax values increase more than 4%, the District plans to restore some of the campus and department budgets and add additional money for safety and security.

Compensation Plan

Dr. Chris Allen, Superintendent, briefly explained an overview of the 2017-2018 compensation plan, which includes 3% general pay increase, market adjustments and \$25 a month health benefits contribution.

Upon a motion by Lee Ann Johnson, second by Gary Boshears, the Board approved the compensation plan as presented.

For: 4 Against: 0 Absent: 2

Engineer Contract

Lisa LeMon, Executive Director of Finance, presented the engineer contract with Willis Environmental Engineering, Inc for the transportation facility.

Upon a motion by Gary Boshears, second by Larry Berkman, the Board approved the engineer contract with Willis Environmental Engineering, Inc. as presented.

For: 4 Against: 0 Absent: 2

CTE IMA

Dr. Wes Cunningham, Assistant Superintendent, requested approval to purchase instructional materials from iCEV that cover all the required TEKS for each course that materials purchased.

Upon a motion by Lee Ann Johnson, second by Gary Boshears, the Board approved the purchase of CTE Instructional Materials through the IMA fund for \$88,848.00.

For: 4 Against: 0 Absent: 2

MOU with Education Foundation

Dr. Chris Allen, Superintendent, requested approval of the MOU between Marble Falls ISD and the Marble Falls ISD Education Foundation to establish the expectations and boundaries developed between each entity.

Upon a motion by Gary Boshears, second by Larry Berkman, the Board approved the Memorandum of Understanding between Marble Falls ISD and the Marble Falls ISD Education Foundation as presented.

For: 4 Against: 0 Absent: 2

SLI Travel Details

Dr. Chris Allen, Superintendent, reviewed travel details for the upcoming TASB conference in San Antonio.

Executive Session

At 7:22 p.m., the Board adjourned into executive session to discuss professional personnel (TX Govt. Code 551.074) and Board Committee Assignments for 2017-2018.

The Board reconvened from executive session at 7:45 p.m.

**Discussion and Possible Approval of Action Arising from Executive Session
Professional Personnel**

Upon a motion by Gary Boshears, second by Lee Ann Johnson, the Board approved the recommendation from Dr. Chris Allen to approve all professional personnel as presented.

For: 4 Against: 0 Absent: 2

Board Committee Assignments for 2017-2018

No action was taken.

Adjournment

Hearing no objection, the Board adjourned at 7:46 p.m.

Approved:

Kevin Naumann, President

Lee Ann Johnson, Secretary



Marble Falls
Independent
School District

INTEROFFICE MEMORANDUM

Date: June 19, 2017

To: Board of Trustees and Dr. Allen

From: David Hemond, Accounting Supervisor

Subject: Consider Approval of Budget Amendments

Budget amendments included for approval (copies follow):

16-00061	Increase budget for spring stipends - \$1,658
16-00062	Allocate budget for new computers - \$6,608
16-00063	Allocate budget for substitute teacher pay - \$1,053
16-00064	To be provided at the Board of Trustees meeting

**MARBLE FALLS ISD
BUDGET AMENDMENT**

Batch #: 16-00061		Reason for amendment: PUBLIC WORKER'S COMPENSATION SPRING STIPENDS TRANSFER OF FUNDS	
Fiscal Year: 2016-2017			
Account Number	Account Description	Debit	Credit
EXPENDITURES		Increase	Decrease
1	199E.41.6499.00.741.0.99.000	HR MISC OPERATING	157.5
2	199E.41.6129.00.741.0.99.000	HR SUPPORT PERSONNEL	1,500.00
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
REVENUE		Decrease	Increase
21	199.00.5749.00.000.0.00.000	MISC REV	1,657.50
22			
23			
24			
Totals		-	1,657.50 1,657.50
Board Approval Required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Prepared by: <i>[Signature]</i> Date: 5/22/17	Approved by: <i>[Signature]</i> Date: 5/22/17
		Reviewed by: <i>[Signature]</i> Date: 5/22/17	Entered by: <i>[Signature]</i> Date: 5/22/17

**MARBLE FALLS ISD
BUDGET AMENDMENT**

To BO - 6/13/17

Batch #:	<i>16-00062</i>	Reason for amendment:	BUDGET AMENDMENT NEEDED TO COVER OTHER ACCOUNTS <i>-TO purchase Computers</i>		
Fiscal Year:	2016 - 2017				
Account Number	Account Description		Debit	Credit	
EXPENDITURES			Increase	Decrease	
1	199E11621900923023000	PROFESSIONAL SERVICES			5,271.22
2	199E11624900923023000	CONTRACTED MAINTENANCE & REPAIR			289.64
3	199E11639931101023000	GENERAL SUPPLIES (ES)			539.27
4	199E11639931103023000	GENERAL SUPPLIES (HLE)			507.54
5	199E21639800923023000	COMPUTER RELATED SUPPLIES	6,607.67		
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
REVENUE			Decrease	Increase	
21					
22					
23					
24					
Totals			-	6,607.67	6,607.67
Board Approval Required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Prepared by: <i>[Signature]</i> Date: <i>6/13/17</i>	Approved by: <i>[Signature]</i> Date: <i>6-13-17</i>	Reviewed by: <i>[Signature]</i> Date: <i>6/19/17</i>	Entered by: <i>[Signature]</i> Date: <i>6/14/17</i>

MARBLE FALLS ISD
BUDGET AMENDMENT

To BO - 6/13/17

Batch #:		16-00063		Reason for amendment:		BUDGET AMENDMENT NEEDED TO COVER (Sub Teacher Pay	
Fiscal Year:		2016 - 2017					
Account Number				Account Description		Debit	Credit
EXPENDITURES						Increase	Decrease
1	199E31611922923099000	PROFESSIONAL PERSONNEL				556.25	
2	199E31639922923099000	GENERAL SUPPLIES				496.54	
3	199E21611200923023000	SUBSTITUTE TEACHERS & PROFSNLS		1,052.79			
4							
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16							
17							
18							
19							
20							
REVENUE						Decrease	Increase
21							
22							
23							
24							
Totals						1,052.79	1,052.79
Board Approval Required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Prepared by: <i>[Signature]</i> Date: 6/13/17		Approved by: <i>[Signature]</i> Date: 6-13-17		Reviewed by: <i>[Signature]</i> Date: 6/13/17	
						Entered by: <i>[Signature]</i> Date: 6/13/17	

Revised 7/01/17



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

West, Davis & Company

a limited liability partnership

May 8, 2017

Marble Falls Independent School District
1800 Colt Circle
Marble Falls, Texas 78654

We are pleased to confirm our understanding of the services we are to provide Marble Falls Independent School District (the District) for the year ended June 30, 2017. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the District as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Budgetary comparison information.
3. Schedule of proportionate share of net pension liability.
4. Schedule of pension contributions.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States

of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements:

1. Schedule of expenditures of federal awards.
2. Budgetary comparison schedules.
3. Combining statements by fund type, individual fund agreement group statements, supporting schedules or statistical data.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on –

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a

determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the board of trustees of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatement resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Governmental Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Our audit will also include the performance of certain audit procedures for the purpose of reviewing the accuracy of fiscal information provided by the District through the Public Education Information Management System (PEIMS), as required by Section 44.008(b) of the Texas Education Code.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that the District's programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has the responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the school district from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your

responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter.

This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned correctives actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will issue and provide the report in an electronic format known as Acrobat® Portable Document Format (PDF) and the GASB Audit Data Feed in a flat file format. We will upload these electronic files to Texas Education Agency (TEA). However, it is management's responsibility to submit hard copies of the reporting package to TEA, if required. We will also complete the appropriate sections of the Data Collection Form that summarizes our audit findings. We will upload the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or

containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of West, Davis & Company, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of West, Davis & Company, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five (5) years after the report release date or for any additional period requested by the Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to perform our interim work in June 2017. We expect to begin our final fieldwork on September 20, 2017 and to issue our preliminary draft no later than October 16, 2017. We anticipate issuing our final report no later than November 2017. Gary Davis is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates without charge for out-of-pocket costs (such as report reproduction, typing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$17,950. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

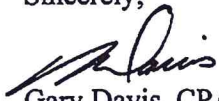
Government Auditing Standards require that we provide you with a copy of our most recent peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report along with the Certificate of Recognition received from the American Institute of Certified Public Accountants (AICPA) accompanies this letter.

As required by the Texas Education Agency's *Texas Administrative Code (TAC Section 109.23)*, our firm is a member of the AICPA Governmental Audit Quality Center (GAQC). Member firms can listed at:

<http://www.aicpa.org/InterestAreas/GovernmentalAuditQuality/Membership/Pages/Findamemberfirm.aspx>.

We appreciate the opportunity to be of service to Marble Falls Independent School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,


Gary Davis, CPA
Partner

RESPONSE:

This letter correctly sets forth the understanding of Marble Falls Independent School District.

By: _____

Title: _____

Date: _____

WATTS CPA, P.C.

System Review Report

December 17, 2014

To West, Davis & Company, LLP
and the Peer Review Committee of the Texas Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of West, Davis & Company, LLP (the firm) in effect for the year ended June 30, 2014. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of my peer review, I considered reviews by regulatory entities, if applicable, in determining the nature and extent of my procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In my opinion, the system of quality control for the accounting and auditing practice of West, Davis & Company, LLP in effect for the year ended June 30, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. West, Davis & Company, LLP has received a peer review rating of *pass*.

Watts CPA, P.C.

Watts CPA, P.C.



**LEARNERS TODAY,
LEADERS TOMORROW,
MUSTANGS FOREVER!**

**Marble Falls ISD
Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		

Refresh of Student and Teacher Devices Update



Technology Plan Priorities

- Technology which will meet the needs of students and staff
- Sustainable plan
- Affordability



May Board Meeting

- 1st lease was paid from local technology budget
 - Included a laptop for all elementary teachers and 4 laptops per elementary classroom
 - Will expire next February
- 2nd lease was paid from local fund balance
 - Included 800 iPads for elementary classrooms and laptops for high school staff and elementary administration
 - Will expire next April



May Board Meeting

- Summer 2017
 - Purchase replacement laptops for elementary staff and high school staff and 2 chromebooks (instead of 4 laptops) for each elementary classroom
 - Collect equipment from 1st lease and begin preparing for return to lease company
 - Deploy new technology in August



Equipment – Summer 2017

- Dell Latitude 5580 – approximately \$400 less expensive than current devices for a total cost savings of \$120,000
- Dell Chromebook 11- approximately \$150 less expensive than current devices for a total cost savings of \$30,000



Late Fall 2017

- Acquire replacement iPads
- Collect currently deployed equipment at the end of the 1st semester
- Deploy replacement iPads January 2018



Updated Plan

- Change 5th grade classrooms from iPad carts to Chromebook carts
 - Student benefits
 - Windows based platform
 - Alignment with secondary campuses



Updated Plan

- Additional 300 Chromebooks in Summer 2017
- 300 fewer iPads in late Fall 2017
- Timing
- Funding



Price Comparisons

Qty	Dollar Buy Out or Purchase				
		Dell	First American	Tetra Financial	Insight
300	Laptops	87,982.65	88,097.40	94,350.00	94,860.00
500	Chromebooks	51,737.25	51,804.73	55,481.50	55,781.40
	Cost per year	139,719.90	139,902.13	149,831.50	150,641.40
	X 3 years	419,159.70	419,706.38	449,494.50	451,924.20
Cost Difference over 3 yrs			546.68	29,788.12	32,217.82







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Board of Trustees
Agenda Item Information**

Meeting Date:		
Meeting Type: Regular Meeting Special Meeting/Workshop Hearing	Agenda Placement: Public Hearing Information Items Presentation/Discussion Items Consideration Items Consent Agenda	
Date Submitted:		
Subject:		
Executive Summary:		
Fiscal Impact: Cost: Recurring One-Time No Fiscal Impact	Funding Source: General Fund Grant Funds Bond Funds Other Funds (Specify)	Fiscal Year: Amendment Required? Yes No
Administration's Recommendation:		
Submitted By:		
Board Approval Required: Yes No		