



Port Aransas ISD

Regular Meeting

Thursday, December 10, 2009 6:00 PM

**NOTICE OF REGULAR CALLED MEETING OF THE BOARD OF TRUSTEES
PORT ARANSAS INDEPENDENT SCHOOL DISTRICT
Thursday, December 10, 2009
6:00 PM**

Notice is hereby given that a Regular Called Meeting of the Board of Trustees of the Port Aransas Independent School District will be held on Thursday, December 10, 2009 at 6:00 PM. The Board will meet in the Board Room of the Port Aransas Independent School District Administration Building, 100 S. Station Street, Port Aransas, Texas.

I.	CALL TO ORDER	5
	A. Moment of Silence and Pledge of Allegiance	
II.	COMMENTS	
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V.	CONSENT AGENDA	26
	A. Consider/Approve Minutes of the Regular Meeting on November 19, 2009.	
	B. Consider/Approve November 2009 Investment Report.	30
VI.	DISCUSSION AND/OR ACTION ITEMS	
	A. Discussion and Possible Action on the Annual Audit for 2008-2009 school year.	35
	B. Discussion and Possible Action on the ELA Textbook Committee.	36
	C. Discussion of Superintendent's Annual Evaluation Process.	37
	D. Discussion and Possible Action on Policy Update 86 (Second Reading.)	38
	E. Discussion of NCAD Fund Allocation.	85
VII.	CLOSED MEETING	89
	A. The Board will adjourn to Closed Meeting in accordance with the Texas Open Meetings Act, Texas Government Code 551.071 thru 551.083 to consider the following:	
	A. Personnel: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, Dismissal of Employees.	

VIII.	RETURN TO OPEN MEETING	90
IX.	ADJOURN	91

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed session of the Board of Trustees is required, then such closed session as authorized by the Texas Open Meetings, Act, Texas Government Coded Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section

- 551.071 Private consultation with the board's attorney
- 551.072 Discussing purchase, exchange, lease, or value of real property.
- 771.073 Discussing negotiated contracts for prospective gifts or donations.
- 551.074 Discuss:
 - (1) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
 - (2) To hear a complaint or charge against an officer or employee.
- 551.076 Considering the deployment, specific occasions for, or implementation of security personnel or devices.
- 551.082 Considering discipline of a public school child, or complaint or charge against personnel.
- 551.083 Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups.

Should any final action, final decision, or final vote be required in the opinion of the school Board with regard to any matter considered in such closed session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice hereof, as the School Board shall determine pursuant to applicable laws and policies.

On this December 4, 2009, this notice was posted on a bulletin board located at a place readily accessible and convenient to the public at the Port Aransas Independent School District Administration Building, 100 S. Station Street, Port Aransas, Texas.

Respectfully submitted,

Dr. Sharon L. Doughty, Superintendent

CALL TO ORDER

Non-Action Item

Board President, Chuck Borders, will call the meeting to order at 6:00 p.m.

- Moment of Silence and Pledge of Allegiance

PUBLIC COMMENTS

Non-Action Item:

At regular meetings the Board shall allot up to thirty (30) minutes to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting shall complete a public comment card and present it to the Board President prior to the beginning of the meeting.

Public participation is limited to the designated public comment portion of the meeting. At all other times during the Board meetings, the audience shall not enter into discussion or debate on matters being considered by the Board. No presentation shall exceed three (3) minutes. Delegations of more than five persons shall appoint one person to present their view before the Board.

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board may not deliberate, discuss, or make any decision on any subject not on the agenda.

BOARD OF TRUSTEES' ACKNOWLEDGEMENTS

Non-Action Item:

At this time, Board members may make acknowledgements and/or receive Board committee reports.

PRESENTATIONS/INFORMATION

PRESENTATION:

Melanie Mayer will give a brief presentation of the session she attended at the National Council of Teachers of English Annual Convention in Philadelphia.

Julie Findley and Sarah Wallace will report on the GK12 Program.

December 2, 2009

Dear Mr. Longanecker, Dr. Doughty, and Members of the Board of Trustees,

Part of my educational philosophy is to never stop learning. I am dedicated to bringing my best to Port Aransas and to our kids, and that means I have to change and grow constantly to meet the needs of my students. This can be harder sometimes for “experienced” teachers even than for new teachers! Last spring I was so excited that the school and PAEF agreed to share the cost (the school paid \$1000, and PAEF \$1000) of sending me to the National Council of Teachers of English annual convention in Philadelphia. I just got back, and I can't thank you enough.

Conventions like these humble and inspire me. I was able to choose from almost a thousand sessions (yes, I said a thousand) over a period of four days. In addition to general sessions and keynote speakers, the instructional sessions were divided into blocks, and during each block time attendees chose the one that best fit their needs. I brought materials, web site information, new training, and new ideas back to share with the entire department, which means every student will benefit from your investment.

Attached you will find a very abbreviated overview of the conference. This year's theme was reading. In addition to attending many sessions, I also was able to tour Edgar Allen Poe's house (whose work we are currently studying in 11th grade English classes); see the Liberty Bell, Independence Hall, and the Philadelphia Museum of Art; talk to teachers at successful schools from all over the nation; and pick up a copy of the Women's Declaration of Independence, which I had just talked about in my classroom days before. But still, the coolest thing is what's attached - all the things I learned that will directly benefit the students in the classroom, and thus, our community.

I hope to return to the convention next year as a presenter, as well as an attendee. It is so important to stay current and to maintain enthusiasm with what we are doing in the classroom. I can't tell you how much this conference benefits teachers. I just appreciate your support and belief in me year after year. I am so blessed.

Respectfully,

Melanie Mayer

99th Annual National Council of Teachers of English Annual Convention in Philadelphia Nov. 2009: “Once and Future Classics: reading Between the Lines” (very abbreviated report)

“The future of civilization depends on the education of its youth.” Aristotle

Highlights of Convention

- **Kathy Miller of the Texas Freedom Network in Austin** won the NCTE/SLATE National Intellectual Freedom award for her organization’s work challenging the Teks, textbook inclusions and omissions, checking for censorship, accuracy, and rigor, and generally serving as a checks and balances over Texas Education.

- **Pulitzer prize winner Junot Diaz: (some notes from his talk)**
 - We teach this civilization into existence. Ours is the central vocation of our civilization. No other profession is so deeply embedded and invested in past, present, and future of the world.
 - Reading teaches deep compassion. Through reading, we (and our students) place ourselves in the minds, hearts, times and lives of others.
 - Reading puts students in contact with the human – not the *myth* of the human – that you are vulnerable, flawed, petty, weak, beautiful, worthy.
 - Teachers must carefully choose reading selections, so that *all* students see themselves reflected back. Monsters and vampires don’t see themselves in mirrors. If students never see themselves in mirrors (books) they become monsters. Sometimes we have to deviate from the same classic literature to allow all students to be reflected. When the larger culture does not reflect them, books can.
 - Colleges now value accreditation over education. Students are customers. Economics drives the way we learn. Everything is a business of approval. Education has become a journey of approval (state testing) instead of a journey of discovery. Teachers must balance this in the classroom.

- **Julie Andrews – key note address**

- **Session: Campbell, Homer, Hesse, and Disney: Literary Criticism and the Monomyth**

(I went to this session mainly for freshmen English teachers who teach mythology and *The Odyssey* in detail. In addition to the presentation itself, I received a huge packet of information with student samples, lesson plans, templates, ideas, and websites to share with freshmen teachers.)

- Watch the video *The Power of Myth* by Joseph Campbell; locate power point on Campbell and Jung on website

- Use *Star Wars* to analyze elements of myth and hero: *Star Wars* was created because of Campbell's myth.
- Apply Campbell's ideas to various translations of *The Odyssey* and show how translation colors meaning
- Teach *The Lion King* with chart and notes (included in packet) of Campbell's hero journey
- Good stuff in packet to teach critical lens essay for pre-AP 9th grade; good model for group discussion of essay ideas and drafts

- **Session: Teaching film as more than entertainment through a study of Beowulf and the hero archetype.**

(I went to this session to learn how to use film in the classroom as more than comparison or response. The session emphasized teaching students to look at media and movies not as passive participants but actively engaged critics, beyond the classroom. I also received handouts with project ideas and websites.)

- Use *Beowulf* to teach purpose and audience: the "how-to" manual for Anglo-Saxon warriors
- Use Anna Quinlen's "Homeless" to teach annotation before reading *Beowulf* to help students read it critically
- A video game can have the hero archetype
- Use Parallel text analysis to compare print to film to study audience, purpose, decision-making, perspective.
 - Literature crosses time periods and cultures
 - Stories are "translated" to meet the needs of the culture and audience (*Beowulf* film)
 - Learning is circular, not compartmentalized; don't leave the outside world of media and film out of class. Be aware of everything.
- Academia and cultural texts inform one another

- **Session: Teaching college (or Dual credit or AP) literature: Soulful literary criticism and process pedagogy**

- Emphasis was on discovering the soul's voice and writer's spirit. Curriculum should embrace affective *and* cognitive.
- Apply knowledge of critical techniques and rhetoric to literature, but also life philosophies, concepts of the world; there has to be a student soulful response to the literature as well as informed response.
- Assessment driven curriculum and standardized testing are anti-intellectual, anti-spiritual and require reading for information rather than for aesthetic experience. Testing teaches students to only read for information and not pleasure.

***Session: Transactional Reading**

- Define for students: response, summary, analysis, criticism and have them practice all of these.
- Just as we draft our writing, we should have a first, second, third draft of reading something and write our interpretation each time
- Reading is transactional; the meaning is in the transaction between reader and text, not just the text itself.
- Various activities to illustrate this in my longer version of notes.

• **Session: High School Matters: Book Recommendations by Carol Jago**

(Discussion of new award winning books for students and teachers to try.)

• **Session: High School Matters: Not Just for the Advanced Kids: Peer Response to Embrace Critical Literacy**

- “Authority” – when you write, you are the author (authority) in charge of your life
- Establish a language of response.
- Activity: Fishbowl (*this is excellent, something I will implement immediately, to teach more effective and meaningful peer discussions*).

• **Session: Teaching units of courage and freedom: Poetry reading by Thomas Sayers Ellis**

- The literary and apprentice activity: respond back to a poem, in a poem
- The text, shape, and form of a poem represent the container it is in; the lines are the way you walk – etc. more cool stuff like this

• **Session: Book publishing with NCTE**

(how to submit book proposal, what to expect, etc. – yes, I have a book in the works and this helped tremendously with procedures)

• **Session: Making Hard Classes Accessible to all Students**

- College readiness should include: cognitive skills, online chats, community, intellectual openness, divergent thinking, ambiguity and multiple meanings, individual and group learning and ownership, self-reliance and discovery
- Learn to ask essential questions about a work (modeled, handouts)

- Look at three different translations for close reading of meaning, mood, power of diction, symbols etc. in each translation
- Online chat about text and answer essential questions
- Use Endowment for the Arts online to link art with literature

- **Session: Teaching Grammar through reading**

- Great point about why their work sounds silly or sophomoric instead of polished - have them evaluate a paragraph of their own writing for: simple, compound, complex sentences; gerunds, participles, phrases, etc. and then an established author's writing.
- Students can – and may enjoy doing so – locate grammar in their own writing!

Other observations, ideas, and cool stuff from various sessions, roundtables, exhibit halls.

- make *literature* portfolio of all we have read this semester, with annotated bibliography, short summaries, analysis, reflection
- good to ask students what they have learned, and *how do they know they have learned this* so they reflect on own journey
- I have to sell my course to my students today – they have to value it as more than a requirement.
- Teaching vocabulary: why do we have this word – would another work just as well? Engage students.
- Look at art and consider: what is it, what do you see, move and look again; what does it communicate - mood, personality, surprise, message, etc? Then do same activity with a reading passage.
- A voice thread is like a power point with voice over

REPORTS

A. Business Reports

Olivia Mixon will present to the Board the following information:

1. Current Facility Projects Updates
2. November 2009 Expenditures

Transaction Report

11/1/09 Through 11/30/09

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 10/31/09				3,177.30
11/10/09	337	Oriental Trading Company	PRIZES	[325 PRINCIPAL]	R	-52.63
11/30/09		Interest Earned		[114 INTEREST]	R	0.07
		TOTAL 11/1/09 - 11/30/09				<u>-52.56</u>
		BALANCE 11/30/09				3,124.74
TOTAL INFLOWS						0.07
TOTAL OUTFLOWS						-52.63
NET TOTAL						<u>-52.56</u>

Transaction Report

11/1/09 Through 11/30/09

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 10/31/09						3,566.79
11/3/09	3712	K. LONGANECKER	DANCE	[123 BMS SC]	R	574.41
11/10/09	336	IGA FAMILY CENTER	SUPPLIES FOR STORE	[123 BMS SC]	R	-94.61
11/13/09	337	BETTY SMITH	MOVIE TICKETS	[140 BMS FUND]	R	-131.75
11/18/09	3713	BETTY SMITH	MOVIE TICKETS	[140 BMS FUND]	R	5.00
11/20/09	3714	K. LONGANECKER		[123 BMS SC]	R	289.00
11/20/09	3715	BETTY SMITH	MOVIE TICKETS	[140 BMS FUND]	R	5.00
11/30/09		Interest Earned		[114 PAYABLE TO GENER...]	R	0.08
11/30/09	3716	PATT COECKENLENBERG	INK CARTRAGES	[141 RECYCLING PROJECT]		135.25
TOTAL 11/1/09 - 11/30/09						782.38
BALANCE 11/30/09						4,349.17
TOTAL INFLOWS						1,008.74
TOTAL OUTFLOWS						-226.36
NET TOTAL						782.38

Transaction Report

11/1/09 Through 11/30/09

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 10/31/09						20,592.64
11/2/09	1234C	GARY MOTT	T'S/FOOD	[127 DRAMA]	R	-26.76
11/2/09	602	GARY MOTT	MONEY FROM PLAY	[127 DRAMA]	R	1,038.00
11/4/09	603	LEIF JOHNSON	DANCE	[117 STUDENT COUNCIL]	R	160.00
11/5/09	604	PETE BARELLO		[144 KEY CLUB]	R	26.00
11/7/09	1235C	BUNDY'S	PROFESSIONAL LEARNING	[141 PRINCIPAL FUND]	R	-28.75
11/9/09	605	MONICA SONNIER	ADS	[119 YEARBOOK]	R	170.00
11/10/09	1236C	DENISE ROBERTS	REFUND FOR BAND TRIP	[136 BAND]	R	-20.00
11/10/09	1237C	IGA FAMILY CENTER	PEP RALLEY SUPPLIES	[112 CHEERLEADERS]	R	-38.14
11/10/09	1238C	IGA FAMILY CENTER	REFRESHMENTS FOR IN...	[126 NHS]	R	-33.66
11/10/09	606	LEIF JOHNSON	TALENT SHOW	[117 STUDENT COUNCIL]	R	16.00
11/10/09	607	LEIF JOHNSON	BAKE SALE	[117 STUDENT COUNCIL]	R	212.00
11/10/09	608	MONICA SONNIER	ADS	[119 YEARBOOK]	R	155.00
11/17/09	1239C	KATIE VOYLES	FLOWERS FOR HOMECO...	[117 STUDENT COUNCIL]	R	-34.00
11/17/09	1240C	JAY'S SEAFOOD & SPAGH...	PIZZA FOR DANCE	[117 STUDENT COUNCIL]	R	-49.00
11/17/09	1241C	PENNY SLINGERLAND	POSTAGE TO RETURN SH...	[112 CHEERLEADERS]	R	-13.70
11/17/09	1242C	JULIE GUILLOT	REFUND FOR TRIP	[136 BAND]	R	-220.00
11/17/09	1243C	BAKAR SACKSCHEWSKEY	REFUND FOR BAND SKI T...	[136 BAND]	R	-100.00
11/18/09	1244C	PAM VOYLES	MATERIAL FOR FAIR	[149 SEWING CLASS]	R	-281.23
11/18/09	1245C	MARILEE MCFADDEN	SUPPLIES FOR PEP RALL...	[112 CHEERLEADERS]	R	-51.02
11/18/09	609	PAM VOYLES	SALES	[149 SEWING CLASS]	R	76.50
11/18/09	610	PAM VOYLES	SALES	[149 SEWING CLASS]	R	565.80
11/18/09	611	JIM COLE	EXPRESS FUND RAISER	[136 BAND]	R	57.50
11/18/09	612	PETE BARELLO	FROM KIWIANs	[144 KEY CLUB]	R	250.00
11/19/09	1246C	MARILEE MCFADDEN	FOOD FOR SQUAD BEFO...	[112 CHEERLEADERS]	R	-25.94
11/19/09	1247C	CUTOM INK	T'S	[127 DRAMA]	R	-569.00
11/19/09	613	PAM VOYLES	SALES	[149 SEWING CLASS]	R	11.00
11/20/09	614	MONICA SONNIER	ADS	[119 YEARBOOK]	R	280.00
11/30/09		Interest Earned		[114 INTEREST]	R	0.46
11/30/09	1248C	PAMELA VOYLES	MATERIAL FOR CLASS	[149 SEWING CLASS]		-129.25
11/30/09	1249C	GARY MOTT	WIGS	[127 DRAMA]		-71.85
11/30/09	1250C	TRAVIS LONGANECKER	MEALS FOR "GET MOTIVA...	[141 PRINCIPAL FUND]	R	-200.00
TOTAL 11/1/09 - 11/30/09						1,125.96
BALANCE 11/30/09						21,718.60
TOTAL INFLOWS						3,018.26
TOTAL OUTFLOWS						-1,892.30
NET TOTAL						1,125.96

Transaction Report

11/1/09 Through 11/30/09

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 10/31/09				87,294.94
11/2/09	3240C	AYUNN UPTON	PATRICK WATSON	[125 LIONS EYE]	R	-265.00
11/4/09	3241C	STEVE REAVES	REGIONAL MEET SAN AN...	[143 CROSS COUNTRY]	R	-250.00
11/4/09	3242C	SIGN XPRESS	GIRLS BB RECORD BOARD	[137 ATHLETICS]	R	-62.28
11/4/09	3243C	MEGAN PARK	FOOD/SUPPLIES	200:2920 MEGAN PARK	R	-104.13
11/9/09	3244C	BEST BUY	RECEIVER	[137 ATHLETICS]	R	-314.99
11/10/09	3245c	STEVE REALVES	MEALS FOR STATE CROS...	[137 ATHLETICS]	R	-250.00
11/10/09	3246C	JOHN PERRY STUDIOS	TROPHIES FOR MARLIN C...	[137 ATHLETICS]	R	-574.03
11/10/09	321911	STEVE REAVES	DONATION	[137 ATHLETICS]	R	350.00
11/16/09	3247C	MICHAEL LONG	GAS FOR TRAVEL TO SC...	200:2914 MICHAEL LONG	R	-120.05
11/17/09	3249c	VOID			R	0.00
11/17/09	3250C	VOID			R	0.00
11/17/09	3248C	BARNES NOBLE	NOOK/EQUIPMENT	200:2920 MEGAN PARK	R	-259.00
11/17/09	321912 ...	NANCY CLARKE	SCHOLARSHIP	--Split--	R	750.00
11/18/09	3215C	BRUCE RUSSELL	KASEY CLOSS	[350 NURSE]	R	-68.00
11/30/09		Interest Earned		[114 PAYABLE TO GENER...	R	1.60
		TOTAL 11/1/09 - 11/30/09				-1,165.88
		BALANCE 11/30/09				86,129.06
		TOTAL INFLOWS				1,101.60
		TOTAL OUTFLOWS				-2,267.48
		NET TOTAL				-1,165.88

November Expenditures 2009

LOCAL MAINTENANCE	*	\$268,412.64
PAYROLL		\$396,551.39
TEA Chapter 41		\$0.00
INTEREST & SINKING-BOND PYTS		\$0.00
WORKER'S COMP		\$544.38
		\$665,508.41

***Includes transfers made to Interest & Sinking and W.C.**

Board Report
 Recap Comparison of Revenue to Budget
 Port Aransas I.S.D.
 As of November

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
199 / 0 GENERAL FUND	20,999,800.00	-5,077,333.64	-9,576,384.62	11,423,415.38	45.60%
211 / 0 ESEA CHAPTER I REGULAR	93,913.00	.00	.00	93,913.00	.00%
224 / 0 IDEA PART B FORMULA	117,746.00	.00	.00	117,746.00	.00%
225 / 0 IDEA PART B PRESCHOOL	3,863.00	.00	.00	3,863.00	.00%
240 / 0 FOOD SERVICE	239,186.00	-17,050.68	-46,676.35	192,509.65	19.51%
255 / 0 CLASS SIZE REDUCTION	28,949.00	.00	.00	28,949.00	.00%
262 / 0 ENHANCING EDUCATION/TECHN	954.00	.00	.00	954.00	.00%
266 / 0 SFSF FUNDS	163,038.00	.00	.00	163,038.00	.00%
283 / 0 SPECIAL ED ARRA	99,911.00	.00	-27,391.47	72,519.53	27.42%
284 / 0 IDEA B PRE SCHOOL ARRA STIM	2,582.00	.00	.00	2,582.00	.00%
285 / 0 TITLE I PART A, ARRA STIMULUS	43,330.00	.00	-2,454.14	40,875.86	5.66%
287 / 0 RURAL SCHOOLS	33,082.00	.00	.00	33,082.00	.00%
411 / 0 TECHNOLOGY ALLOTMENT	14,497.00	.00	.00	14,497.00	.00%
598 / 0 DEBT SERVICE	836,241.00	-224,926.36	-419,122.80	417,118.20	50.12%
818 / 9 PUBLIC ED FND GRANTS	71,279.40	.00	-60,054.35	11,225.05	84.25%
Grand Total Revenues	22,683,371.40	-5,319,310.68	-10,132,083.73	12,551,287.67	44.67%
7000	65,000.00	.00	.00	65,000.00	.00%

Board Report
 Recap Comparison of Expenditures and Encumbrances to Budget
 Port Aransas I.S.D.
 As of November

	Budget	Encumbrance YTD	Expenditure YTD	Current Expenditure	Balance	Percent Expended
199 / 0 GENERAL FUND	-21,037,800.00	55,726.11	1,890,546.49	534,214.92	-19,091,527.40	8.99%
199 / 9	.00	.00	.00	.00	.00	.00%
211 / 0 ESEA CHAPTER I REGULAR	-93,913.00	.00	30,272.13	7,021.57	-63,640.87	32.23%
224 / 0 IDEA PART B FORMULA	-117,746.00	420.00	32,835.14	1,543.37	-84,490.86	27.89%
225 / 0 IDEA PART B PRESCHOOL	-3,863.00	.00	.00	.00	-3,863.00	.00%
240 / 0 FOOD SERVICE	-239,186.00	12,502.50	75,152.29	22,728.25	-151,531.21	31.42%
255 / 0 CLASS SIZE REDUCTION	-28,949.00	55.00	3,625.97	2,719.89	-25,268.03	12.53%
262 / 0 ENHANCING EDUCATION/TECHN	-954.00	.00	.00	.00	-954.00	.00%
266 / 0 SFSF FUNDS	-163,038.00	13,459.28	34,556.87	33,603.50	-115,021.85	21.20%
283 / 0 SPECIAL ED ARRA	-99,911.00	1,189.80	26,828.46	1,800.89	-71,892.74	26.85%
284 / 0 IDEA B PRE SCHOOL ARRA STIM	-2,582.00	2,497.39	.00	.00	-84.61	.00%
285 / 0 TITLE I PART A, ARRA STIMULUS	-43,330.00	1,106.50	6,660.58	2,790.00	-35,562.92	15.37%
287 / 0 RURAL SCHOOLS	-33,082.00	.00	2,451.21	319.04	-30,630.79	7.41%
397 / 0 Advanced Placement	.00	.00	-918.35	.00	-918.35	.00%
411 / 0 TECHNOLOGY ALLOTMENT	-14,497.00	701.95	4,781.33	2,763.56	-9,013.72	32.98%
598 / 0 DEBT SERVICE	-793,117.00	.00	.00	.00	-793,117.00	.00%
818 / 9 PUBLIC ED FND GRANTS	-71,279.40	312.68	53,708.25	813.32	-17,258.47	75.35%
Grand Total Expenditures	-22,678,247.40	87,971.21	2,160,500.37	610,318.31	-20,429,775.82	9.53%
8000	-65,000.00	.00	.00	.00	-65,000.00	.00%

End of Report

REPORTS

B. Superintendent's Report

The Superintendent will present to the Board the following information:

1. Enrollment and Attendance
2. Athletics Program Strategic Plan
3. 2009 – 2010 District Improvement Plan Review.

Enrollment Report
To
Port Aransas ISD Board of Trustees

District Update:

PAISD Enrollment = 552 as of 12-02-09

District ADA as of 12-02-09 = 95.95

	Olsen Elementary	Brundrett Middle School	Port Aransas High School	District Total
Total Enrollment	248	121	183	552
% by grade level	PK 25/93.39	6 37/94.54	9 55/95.62	
	K 33/94.68	7 42/96.93	10 49/95.05	
	1 35/96.21	8 43/97.10	11 42/95.45	
	2 36/96.74		12 37/96.22	
	3 43/96.89			
	4 39/96.31			
	5 37/96.62			
Total Campus % Attendance	96.12%	96.24%	95.55%	95.95%

Comparison 2008-09 – 2009-10 (end of month enrollments)

2008 – 2009		2009 - 2010	
August	506	August	541
September	548	September	546
October	535	October	545
November	535 (11-10-08)	November	551 (11-10-09)
December	536 (12-02-09)	December	552 (12-02-09)

ATHLETICS PROGRAM STRATEGIC PLAN

Information Item:

In order to work towards realizing the Board & Superintendent Goal Number 3, district staff will address the district's co- and extra-curricular programs.

Specifically, Goal Number 3 states that the district will “develop a strategic plan to systematize the K-12 array of elective, CTE, co-curricular and extracurricular offerings ensuring program balance, accountability and instructional quality.”

The PAISD Athletic Director, Steve Reaves, will present a draft of the district's Strategic Plan for the Athletics Program.

Rationale: Board/Superintendent Goal #3

Budget: Local Funding Sources

Recommendation: N/A

2009-2010 District Improvement Plan Review

Information Item:

The Board of Trustees and Superintendent held a work session on September 2, 2009 at which time the current PAISD District Improvement Plan was presented and discussed.

At the November 2009 Board meeting, the DIP was approved.

The Superintendent will briefly review the district's mid-year progress towards meeting the plan's indicators of improvement.

At the January 2010 regular Board meeting, the 2009 AEIS report will be presented to the Board in order to provide a complete accounting of the district's progress in all areas of accountability as measured by the TEA.

Rationale: PAISD Policy BR Legal and Local

Budget: N/A

Recommendation: N/A

CONSENT AGENDA
Minutes of Previous Meetings

Action Item:

The Board will consider approval of the Minutes of the Regular and Special meeting held on November 19, 2009. The minutes of the board meetings listed are enclosed. If you believe there are errors, please notify Mrs. Slingerland before the meeting so that the necessary corrections can be made.

RATIONALE: According to BE (Local), minutes must be approved by the Board and entered as the legal record of Board action.

BUDGET: No Financial Impact

RECOMMENDATION: It is the recommendation of the Superintendent that the minutes of the Board Meeting be approved as presented.

Consider/Approve Annual Financial Audit. **The Board of Trustees** **Minutes**

Port Aransas Independent School District
Port Aransas, Texas

Regular Meeting

Meeting date, time and place: Tuesday, November 19, 2009, at 6:00 P.M. in the Board Room at the Administration Building.

Members Present: Rick Adams, Margaret Price, Ann Appling, Ken Dunton, Chuck Borders,
Rita Reed, Jay Jones

Administration: Dr. Doughty, Travis Longanecker, Sylvia Buttler, Gina McKeever, Dr. Jamison,
Olivia Mixon

- I. The meeting was called to Order by President, Chuck Borders at 6:08 p.m.
 - A. Moment of Silence and Pledge of Allegiance.

- III. Moved here. PRESENTATIONS/INFORMATION
 - A. Cross Country Team

- II. A. Public Comments – Angela Byrd spoke on the treatment of her 504 student.
 - B. Board of Trustees’ Acknowledgements – Jay Jones spoke on the great job that the Schools did with the Veteran’s Day program.

- IV. Reports
 - A. Business Reports
 1. Current Facility Projects Updates
 2. October 2009 Expenditures
 - B. Superintendent Report
 1. Enrollment and Attendance
 2. Truancy Report
 3. NCLB Highly Qualified Statistics

- V. Margaret Price made a motion, seconded by Rick Adams to approve the consent Agenda as read. The motion carried unanimously.
 - A. The Board approved the minutes for the October 20, 2009 Regular Meeting.
 - B. The Board approved the Investment Report.
 - C. The Board approved the budget amendments.

- VI. Discussion and/or Action items.
 - A. Rick Adams made a motion, seconded by Ann Appling to approve the 2009-2010 SHAC membership. The motion carried unanimously

 - B. Ken Dunton made a motion, seconded by Rita Reed to approve the 2010 – 2014 District Improvement Plan. The motion carried unanimously.

- C. Rita Reed made a motion, seconded by Margaret Price to approve the 2009-2010 Campus Improvement plans. The motion carried unanimously.
 - D. Rick Adams made a motion, seconded by Ann Appling to approve the 2010 – 2013 Long Range Technology Plan as presented. The motion carried unanimously.
 - E. Ken Dunton made a motion, seconded by Rita Reed to approve the MOU for the regional Day School for the Deaf. The motion carried unanimously.
 - F. Discussion of Policy Update 86 on a First Reading.
 - G. No action was taken on Policy CH(LOCAL) .
 - H. No Action was taken on Policy BE(LOCAL).
 - I. Rick Adams made a motion, seconded by Rita Reed to approve the Option 2, Energy for Schools Contract. The motion carried unanimously.
 - J. Jay Jones made a motion, seconded by Rick Adams to vote for Richard Pittman for the Nueces County Appraisal District Board of Directors. The motion carried unanimously.
- VII. The Board went into Executive Session beginning at 9:46 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code 551.071 thru 551.083 to consider the following:
- A. Personnel: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, Dismissal of Employees.
 - 1. Consider employment of a teacher
- VIII. Return to Open Meeting at 11:28 p.m.
- A. Ken Dunton made a motion, seconded by Rita Reed to hire Dr. Larry DeWitt. The motion carried unanimously.
- IX. There being no further business the meeting adjourned at 11:30 p.m.

Chuck Borders, President

Rita Reed, Secretary

December 10, 2009
Date Approved

The Board of Trustees Minutes

Port Aransas Independent School District
Port Aransas, Texas

Special Meeting

Meeting date, time and place: Tuesday, November 19, 2009, at 5:00 P.M. in the Board Room at the Administration Building.

Members Present: Rick Adams, Margaret Price, Ann Appling, Ken Dunton, Chuck Borders,
Rita Reed, Jay Jones

Administration: Dr. Doughty, Travis Longanecker, Sylvia Buttler, Gina McKeever, Dr. Jamison,
Olivia Mixon

-
- I. The meeting was called to Order by President, Chuck Borders at 5:05 p.m.
 - II. Board Workshop to discuss the Legislative Update.
 - III. The workshop adjourned at 6:00.

Chuck Borders, President

Rita Reed, Secretary

December 10, 2009
Date Approved

CONSENT AGENDA
Monthly Investment Report

Action Item:

The Board will consider approval of the Monthly Investment Report. A detailed report of the monthly investments is enclosed.

RATIONALE: CDA (Local)

BUDGET: No Financial Impact

RECOMMENDATION: It is the recommendation of the Superintendent that the Board approve the monthly investment report as presented.

**PORT ARKANSAS INDEPENDENT SCHOOL DISTRICT
DEPOSITS AND INVESTMENTS BY TYPE AND FUND**

November-09

	General/ Special Revenue	Reserve Acct	Debt Service	Worker's Comp	Total
Beginning Balance	11/1/2009	\$37,692.82	\$436,543.65	\$29,605.14	\$8,810,266.88
Receipts	\$8,306,425.27	\$0.00	\$224,919.14	\$0.00	\$5,349,478.01
Expenditures	\$5,124,558.87	\$0.00	\$0.00	\$544.38	\$546,830.05
Interest Earned	\$217.12	\$0.69	\$7.22	\$0.54	\$225.57
Ending Balance	11/30/2009	\$37,693.51	\$661,470.01	\$29,061.30	\$13,613,140.41

American Bank Rate

0.02%

Investment
Services

American Investment Services

\$2,091,738.68 \$ 1,597,092.82
YTD Return 4.92% 0.01%

Total \$17,301,971.91

COMPLIANCE CERTIFICATION

We hereby certify the the Monthly Investment Report represents the investment position of the district as of November 2009 and that all investments were purchased in compliance with the Board approved Cash management and investment policy.


Dr. Sharon Doughty, Superintendent


Olivia Mixon, Exec. Dir. of Business & Operations

0001 - GENERAL OPERATING FUND

Cash Ending Balance:	12,884,915.59
Add Investments:	.00
Total:	12,884,915.59

0002 - WORKER'S COMPENSATION FUND

Cash Ending Balance:	29,061.30
Add Investments:	.00
Total:	29,061.30

0003 - INTEREST & SINKING FUND

Cash Ending Balance:	661,470.01
Add Investments:	.00
Total:	661,470.01

0004 - CONSTRUCTION

Cash Ending Balance:	.00
Add Investments:	.00
Total:	.00

0005 - RESERVE

Cash Ending Balance:	37,693.51
Add Investments:	.00
Total:	37,693.51

0006 - AMERICAN INVESTMENT FUND

Cash Ending Balance:	1,597,092.82
Add Investments:	.00
Total:	1,597,092.82

0007 - AMERICAN INVESTMENT SERVICES

Cash Ending Balance:	2,091,768.68
Add Investments:	.00
Total:	2,091,768.68

0008 - AMER INV/SHORT DURATION GOVT

Cash Ending Balance:	.00
Add Investments:	.00
Total:	.00

TOTALS

Cash Ending Bal:	17,302,001.91
Add Invest Bal:	.00
Totals:	17,302,001.91

End of Report

Proposed Portfolio Allocation

Client Name: **Port Arkansas ISD**
 Date: **30 November 2009**
 Prepared By: **James M. Bain**

Base Assets - 10/01/2008 **\$25,891,045.37**
 Withdrawals **\$22,550,775.89**
 Base Assets - withdrawals: **\$3,340,269.48**
 Value - 11/30/2009 **\$3,685,665.00**
 Income Earned **\$398,470.12** Accrued Interest \$ 9,623.42

American
 Investment Services
 A Division of
 Herridon Plant Oakley Ltd.
 Member NASD/SIPC

Asset Classification	Security	Maturity	Quantity	Price	YTM	Cost Amount	% of Assets	Remaining Interest
Money Market Fund	Tamarack Inst. Prime	None	1,597,093.25	\$ 1.00	0.01%	1,597,093.25	43.36%	\$ 159.71
GS Short Duration Govt	GSSDX	None	96,153.00	\$ 10.56	1.79%	1,015,375.68	27.56%	\$ 18,175.22
Redemption	31771JUV0	11/2/2009	30000	\$ 1.000000	2.258%	29964.02	0.81%	\$ 36.00
Redemption	31771CBU8	11/11/2009	162000	\$ 0.979080	2.211%	161,720.59	4.39%	\$ 279.41
Redemption	3128X3K85	11/18/2009	150000	\$ 1.019004	2.183%	150,288.45	4.08%	\$ 3,093.75
Redemption	3133XMSQ5	11/20/2009	50000	\$ 1.021656	2.057%	50,117.60	1.36%	\$ 1,062.50
Redemption	073714LH8	11/25/2009	245000	\$ 1.000000	0.200%	245,000.00	6.65%	\$ 490.00
Redemption	02004MCV3	11/27/2009	245000	\$ 1.000000	0.250%	245,000.00	6.65%	\$ 612.50
Redemption	31771JKB5	11/30/2009	29000	\$ 0.979490	0.250%	28,923.62	0.79%	\$ 77.00
	3133XRYH7	12/11/2009	280000	\$ 1.011731	2.002%	280,526.38	7.62%	\$ 4,375.00
	31359M2S1	12/15/2009	30000	\$ 1.019531	2.753%	30,099.37	0.82%	\$ 693.75
	3133XRHP8	12/15/2009	230000	\$ 1.010583	1.991%	230,410.96	6.25%	\$ 3,450.00
	31771JQ60	12/27/2009	31000	\$ 0.977260	9.600%	30,099.37	0.82%	\$ 2,976.00
	31331QPG6	12/30/2009	100000	\$ 1.021338	2.042%	100,426.09	2.73%	\$ 2,000.00
	31771CQF5	2/3/2010	50000	\$ 0.973770	2.282%	49,651.69	1.35%	\$ 1,141.00
	32106MAC1	9/1/2010	250000	\$ 1.000000	0.200%	250,000.00		\$ 500.00
	32116HAG1	5/28/2010	100000	\$ 1.000000	3.750%	100,000.00	2.71%	\$ 1,875.00
			2,764,246			\$ 3,683,682.79	100.00%	\$ 23,986.09

YTD Return

4.92%

(Income + Capital Gains)/(Beginning balance + deposits - withdrawals)

The yields shown herein were obtained for a specific date from sources believed to be reliable, they are not guaranteed as to accuracy and are subject to change

AIS, as a division of Herridon Plant Oakley Ltd., is not affiliated with American Bank, N.A. AIS, a division of Herridon Plant Oakley Ltd., is NOT a depository financial institution, such as a bank or savings association.

The prices and yields shown above can change and are representative of the date shown above only.

*The prices and yields shown herein were obtained for 11/30/2009 from sources believed to be reliable, but they are not guaranteed as to accuracy.

**Income may be subject to state and local taxes and (if applicable) the Alternative Minimum Tax.*

**Insurance relates only to the prompt payment of principal and interest of the securities in the portfolio and does not remove market risk.*

The terms of the insurance are more fully described in the prospectus and no representation is made to any insurer's ability to meet its commitments.

**AIS, as a division of Herndon Plant Oakley Ltd., is not affiliated with American Bank, N.A. AIS, a division of Herndon Plant Oakley Ltd., is NOT a depository financial institution, such as a bank or savings association.*

Not FDIC Insured

No Bank Guarantee

May Lose Value

FINANCIAL AUDIT REPORT

Action Item:

Each year, the district contracts with an external audit firm for the purpose of auditing the district's financial operations and procedures. The district has used the firm of Gowland, Streatly, Morales & Company to conduct the audit for the fiscal year ending August 31, 2009. **The audit committee, (three trustees), will meet on December 10, 2009 at 5:00 p.m. to hear the report. The committee will convene in the Superintendent's office.**

RATONALE: CFC (Legal)

BUDGET: No Financial Impact

RECOMMENDATION: The Superintendent recommends that the Board hear information reported by the audit review committee and approve the annual financial audit.

ELA TEXTBOOK COMMITTEE

Action Item:

The adoption of materials under Proclamation 2010 will occur in November 2009. Proclamation 2010 includes the following:

English Language Arts & Reading, Grades K-1
Reading, Grades 2-5
Reading (Elective), Grades 6-8
Literature, Grades 6-12
AP English Language, English Literature

The adopted materials will be available for use beginning in the 2010-2011 school year.

Rationale: PAISD Policy EFAA Legal

Budget:

The state sets a maximum price and quota for each grade level and textbook. The district will have to pay the difference if a book is priced over the state maximum or the state quota is less than the number of students enrolled in a class. The district usually pays the difference for advanced placement textbooks and usually has to purchase a few extra teachers' editions.

Recommendation: That the board approve the ELA textbook adoption committees as listed below:

- Olsen Elementary: Carly Carlough, Cindy Moats, and Clare Adams
- Brundrett Middle School: Betty Smith, Paul Balcom, and Kate Williams.
- Port Aransas High School: Melanie Mayer, Tiara Followell, Gary Mott, Jennifer Miller, Susan Hamilton, and Pam Voyles

SUPERINTENDENT'S ANNUAL EVALUATION

Information Item:

A copy of the evaluation instrument will be distributed to the Board members. A date for the evaluation will be set for January 2010.

Rationale: Board Policy BJCD

Budget: N/A

Recommendation: N/A

POLICY UPDATE 86

Action Item:

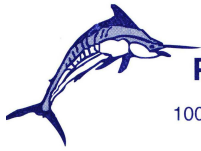
Following each Texas legislative session, new education laws may be passed which become a part of the Texas Education Code. Our TASB policy consultants take these new laws and revise school board policies to reflect any code changes. Revisions/additions/deletions are made to legal policies per law. Following this action, TASB then sends local board policy recommendations in what are called "Updates" so Boards can choose to take appropriate action.

Dr. Doughty's notes are attached for clarification of which local policies are affected by Update 86.

Rationale: Policies BBE Local and BF Local

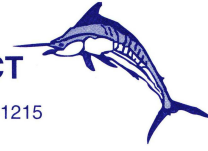
Budget: N/A

Recommendation: That the Board approve Update 86 on a second reading with the noted change to Policy EIA(LOCAL).



PORT ARANSAS INDEPENDENT SCHOOL DISTRICT

100 STATION ST. • PORT ARANSAS, TEXAS 78373 • (361) 749-1200 • FAX (361) 749-1215



Dr. Doughty's Notes for Policy Update 86

CFD Local – Activity Funds Management

This policy update reflects HB 3646 rules stating that the superintendent shall develop regulations governing the expenditure of district and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local funds over which the district has direct control. Prior to this change, the principal and sponsor were the ones responsible for administering these funds in accordance with state and local law.

CLB Local – Buildings, Grounds, and Equipment Management Maintenance

The superintendent is now required to designate a district Integrated Pest Management (IPM) coordinator (Bill Atkins) who must receive training and be registered with the Texas Department of Agriculture. This revision more closely defines IPM and what standards are cited in the application of pesticides in district facilities.

CV Local – Facilities Construction

This policy update reflects new laws coming from HB 987 increase in the dollar amount/threshold to mandate competitive procurement procedures. The dollar amount changed from \$25,000 to \$50,000.

DGBA Local – Employee Complaints/Grievances

A new provision was added to reflect HB 2512 that states that an employee may make an audio recording of a conference or hearing. The employee needs to others in the conference or hearing know that a recording is being made.

EIA Local – Grading/Progress Reports to Parents

The biggest change in this policy is that there can no longer be a “minimum” grade assigned to students who fail a test or six weeks, etc.; i.e. student makes a 30% on a test, but the teacher can give no lower than 50%. This policy establishes that all grades must reflect mastery of an assignment. PAISD policy did not set a “minimum grade” assignment, so our changes are not in depth for our school district.

I have made one change to the TASB recommendation for this policy.

I am recommending that the board adopt the policy with my change to Guidelines for Grading that states: “In accordance with grading guidelines, a student shall may be permitted a reasonable opportunity to redo an assignment or retake a

test for which the student received a failing grade.” This recommendation matches the legal policy exactly and does not “lock” the teachers into always allowing a student to retake a test or redo an assignment because they failed.

I spoke with the principals about this and they were in complete agreement with my recommendation.

EIE Local – Retention and Promotion

The most significant change in this policy is that 3rd grade students shall no longer be retained for failing the reading TAKS. There is still a review committee needed to discuss student interventions, accelerated instruction, etc. for any 3rd grade student who fails the TAKS.

EIF Local – Graduation

The law changed the number of required PE credits a student needs----this is now determined by the graduation plan the student has. With this in mind, TASB recommends that we delete the specific number of required PE credits in our policy and leave this to the campus as they create each student’s graduation plan. Graduation requirements, other than the number of total credits for each plan, will be defined and communicated to students in the PAHS handbook.

FEA Local – Compulsory Attendance

This policy was revised to change the number of days a student can be excused from attendance to visit an institution of higher education (from 1 to 2 days) during both their junior and senior years in HS.

FEC Local – Attendance for Credit

The legislature expanded the list of reasons for which a student’s absences will be counted as excused for compulsory attendance. This same list was added to the “Attendance for Credit” policy so that districts would consider these same excuses in awarding credit.

(LOCAL) Policy Action List
PORT ARANSAS ISD(178908) - Update / LDU 86

TASB attorneys recommend that posting board action on policies be specific enough to advise staff and members of the public of the changes. For that purpose, TASB recommends the following wording for meeting notices:

- for TASB-initiated localized updates:
“Policy Update ____, affecting local policies (see attached list)”
- for district-initiated Local District Updates:
“Local District Update ____, affecting local policies (see attached list)”

In both cases, TASB Policy and Legal Services recommend that the policy changes—each addition, deletion, or replacement—be listed in alphabetical order by policy code, title and subtitle. The following document is our compilation of that list, which may be copied and pasted into your meeting notice as well as into staff communications of board action and board meeting minutes.

(LOCAL) Policy Action List
PORT ARANSAS ISD(178908) - Update / LDU 86

CFD(LOCAL): ACCOUNTING - ACTIVITY FUNDS MANAGEMENT

CLB(LOCAL): BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT - MAINTENANCE

CV(LOCAL): FACILITIES CONSTRUCTION

DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE
COMPLAINTS/GRIEVANCES

EIA(LOCAL): ACADEMIC ACHIEVEMENT - GRADING/PROGRESS REPORTS TO PARENTS

EIE(LOCAL): ACADEMIC ACHIEVEMENT - RETENTION AND PROMOTION

EIF(LOCAL): ACADEMIC ACHIEVEMENT - GRADUATION

FDD(LOCAL): ADMISSIONS - MILITARY DEPENDENTS

FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS

FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE

FEC(LOCAL): ATTENDANCE - ATTENDANCE FOR CREDIT

FFAD(LOCAL): WELLNESS AND HEALTH SERVICES - COMMUNICABLE DISEASES

Vantage Points

A Board Member's Guide to Update 86



Vantage Points is an executive summary of the TASB Localized Update prepared specifically for board members. The topic-by-topic outline and the thumbnail descriptions focus attention on key issues to assist local officials in understanding changes found in the policies. The description of policy changes in ***Vantage Points*** is highly summarized and should not substitute for careful attention to the significantly more detailed, district-specific Explanatory Notes and the policies within the localized update packet.

PLEASE NOTE: This Update 86 ***Vantage Points*** and the Localized Update 86 packet may not be considered as legal advice and are not intended as a substitute for the advice of a board's own legal counsel.

We welcome your comments or suggestions for improving ***Vantage Points***. Please write to us at TASB Policy Service, P.O. Box 400, Austin, TX 78767-0400, e-mail us at policy.service@tasb.org, or call us at 800-580-7529 or 512-467-0222.

For further information about Policy Service, check out our Web site at <http://www.tasb.org/policy>.

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Update 86 encompasses changes in law from the 81st Legislative Session and addresses topics throughout the policy manual, including election procedures, activity funds management, purchasing, integrated pest management, transportation safety, criminal history checks, employee grievances, grading, promotion and retention, graduation requirements, physical education, military dependents, student absences, student discipline, and the Public Information Act.

Board Issues

Several bills from the 81st Legislative Session affected provisions regarding board member elections, as reflected at BBB(LEGAL):

Elections

- House Bill (HB) 401, effective May 13, 2009, allows a district that holds its election in May to change to the November uniform election date, provided it does so by December 31, 2010.
- Senate Bill (SB) 1970, effective September 1, 2009, prompts several changes to election procedures, including:
 - A requirement that the election order and election notice now include a listing of each early voting polling place;
 - A requirement that a district post a public notice containing filing information for school board candidates; and
 - More detailed procedures for canceling an election.
- HB 1493, effective May 27, 2009, adds an exception to the prohibition on the use of wireless communication devices at polling places to allow use by a person working at the polling place.
- HB 1285, effective June 19, 2009, amends the list of individuals authorized to administer the oath of office.

Political Advertising

At BBBB(LEGAL), HB 1720 and SB 2085, both effective September 1, 2009, clarify that an officer or employee must *knowingly* use district funds for political advertising in order for such use to constitute a misuse of public funds. The two bills also prohibit the use of district funds for any communication about a measure that the officer or employee knows is false and is likely to influence voting on the measure. A district can now request an advance written advisory opinion from the Texas Ethics Commission stating whether the district's communication complies with these prohibitions.

**District and
Campus
Improvement
Plans**

HB 1041, effective June 19, 2009, adds a new provision to BQ(LEGAL) requiring a district to include in the district improvement plan and the student handbook a “policy” addressing sexual abuse of children. While not included in local policy, this requirement is addressed in the post-legislative supplement to the *TASB Model Student Handbook* released in July.

Also at BQ(LEGAL), SB 892, effective June 19, 2009, requires that the campus improvement plan for each elementary or junior high campus include goals and objectives for the coordinated health program.

**School Health
Advisory
Council**

As reflected at BDF(LEGAL), SB 283, effective September 1, 2009, requires that the school board now appoint at least five members to the school health advisory council. A majority of the appointees must be parents, and one must serve as the chair or co-chair of the council. The bill also requires the council to submit an annual written report to the board detailing its recommendations regarding the health education curriculum, modifications to previous recommendations, and an explanation of the council’s activities since its last report. The initial report is due by April 1, 2010.

**District
Operations**

Activity Funds

We have added a new policy at CFD(LEGAL) to house provisions from HB 3646, effective September 1, 2009. The bill requires a district to adopt a local policy addressing the expenditure of funds from vending machines, rentals, gate receipts, or other local funds over which the district has direct control. Any expenditure must relate to the district’s educational purpose, provide a commensurate benefit to the district or its students, and comply with prohibitions on the gift of public funds.

CFD(LOCAL) POLICY CONSIDERATIONS:

New recommended text addresses the HB 3646 local policy requirement and charges the superintendent with developing regulations governing the expenditure of district and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local funds over which the district has direct control.

Provisions regarding fiduciary responsibility have been expanded to apply to these district and campus activity funds in addition to student activity funds, and to include the superintendent as one of the district employees responsible for administering such funds.

Purchasing and Contracts

Legislative changes prompted numerous revisions to policies dealing with purchasing and contracts. At CH(LEGAL):

- HB 4102, effective June 19, 2009, permits a board to delegate to the superintendent or designee, in the event of a disaster or emergency, the authority to contract for the replacement or repair of school equipment if it is necessary for the health and safety of district students and staff. Such delegation will occur at the time of the disaster, and districts should not include a delegation statement in local policy.
- HB 987, also effective June 19, 2009, increases the dollar amount that triggers competitive procurement procedures from \$25,000 to \$50,000. The bill also now permits districts to receive electronic bids or proposals, if the board adopts rules to ensure that the bids or proposals are secure and remain unopened until the proper time.

These same legislative changes also apply to CV(LEGAL) regarding contracts for facilities construction.

CV(LOCAL) POLICY CONSIDERATIONS:

To correspond to the HB 987 increase in the dollar amount that triggers competitive procurement procedures, we recommend a revision to this local policy to increase the dollar amount that triggers a board determination of the project delivery/contract award method from \$25,000 to \$50,000.

The district should also review the dollar amount determining which construction contracts the superintendent must bring to the board for approval. This dollar amount is not dependent on the dollar amount that triggers competitive purchasing and may differ.

Provisions governing district purchasing procedures for personal property valued between \$10,000 and \$25,000 and purchasing procedures governing produce or fuel were repealed by HB 987 and have been deleted from CH(LEGAL). The provisions regarding purchasing produce have also been deleted from COA(LEGAL).

Funding for Instructional Materials

At CMD(LEGAL) and EFAA(LEGAL), HB 4294, effective June 19, 2009, provides a funding method and approval process for electronic textbooks, instructional materials, and technological equipment. HB 2488, effective September 1, 2009, includes similar provisions for use of open-source textbooks. Also from HB 4294 and reflected at EFAA(LEGAL), an existing statute

making it a criminal offense for a trustee, administrator, or teacher to receive commissions, rebates, gifts, services, or favors related to textbook purchases has been expanded to cover electronic textbooks, instructional materials, and technological equipment.

Facilities

Several legislative changes affected provisions on facility standards at CS(LEGAL):

- HB 2763, effective September 1, 2009, requires relocatable educational facilities (portable, modular buildings that can be relocated) that are purchased or leased after January 1, 2010, to comply with all provisions applicable to industrialized buildings.
- HB 4127, effective September 1, 2009, requires that playground equipment and surfacing comply with applicable consumer safety performance standards and that metal platforms, steps, and slides be covered from direct sunlight.
- HB 3918, applicable for the 2009–10 school year, changes the required test for LP-gas piping systems from a pressure test to a leakage test and adds documentation requirements.

Reflected at CH(LEGAL) and CL(LEGAL), SB 300, effective June 19, 2009, requires districts to reduce annual energy consumption by five percent beginning with the 2008 fiscal year according to a board-established long-range plan, replacing the previous requirement for districts to reduce consumption by five percent each year for six years.

Also at CL(LEGAL), SB 1732, effective September 1, 2009, requires that a public swimming pool meet state Health and Human Services Commission pool safety standards.

Pest Management

New rules on integrated pest management (IPM), effective July 7, 2009, from the Texas Department of Agriculture (TDA) have prompted changes at CLB(LEGAL). The rules require a district to establish, implement, and maintain an IPM program; adopt a board-approved local policy containing certain elements; employ or contract with a licensed applicator, who may also be the IPM coordinator; give prior notice of pesticide applications; and comply with other safety standards.

CLB(LOCAL) POLICY CONSIDERATIONS:

We have revised this local policy to add recommended text addressing TDA's new pest management policy requirements: a statement committing the district to follow IPM guidelines, a definition of IPM, a cite to statutory standards, information about who can apply pesticides, and a statement requiring the superintendent to designate an IPM coordinator who must receive training and be registered with TDA.

**Transportation
Safety**

Revisions related to transportation and safety are found at CNC(LEGAL):

- HB 55, effective September 1, 2009, prohibits a vehicle operator from using a wireless communication device within a school crossing zone, unless the vehicle is stopped or the device is used hands-free.
- HB 3646 requires that school buses and school activity buses purchased on or after September 1, 2010, be equipped with three-point seat belts for each passenger and the operator. A district is required to comply with this new law only if TEA pays the district for the expenses incurred in complying with this requirement.
- In accordance with SB 300, districts are now encouraged, but no longer required, to conduct school bus emergency evacuation training. However, specific guidance is included in the policy if the district decides to provide this training.

**Employee Issues

Criminal History
Checks**

HB 2730, effective September 1, 2009, makes significant changes to policies regarding the confidentiality of criminal history background checks. At DBAA(LEGAL), new provisions from the bill:

- Clarify that criminal history record information (CHRI) refers to the information contained in a document's original or subsequent form, rather than a specific document provided by DPS.
- Prohibit a district or individuals from confirming or denying that the district has received CHRI from DPS regarding a specific person.
- Clarify that CHRI is confidential both in the original record and when it is used "in a subsequent form," thus protecting CHRI data incorporated by the district into reports or spreadsheets from being released to the public.

- Allow an employee to obtain from the district a copy of any CHRI related to the employee.
- Require the destruction of CHRI after the data is used or within one year after the district obtains the information, whichever is earlier.

HB 2730 also affects provisions at CJA(LEGAL) regarding criminal history checks for contractors and subcontractors. Subcontractors must now obtain the criminal history records of their employees, and contractors are responsible for ensuring that subcontractors obtain the required CHRI. The bill also prohibits an employee of a contractor or subcontractor from providing services at a school if that person has been convicted of a felony or misdemeanor that would disqualify him or her from obtaining certification as an educator.

Job Vacancies

SB 300 requires that districts post notices of job vacancies at the central and campus administrative offices *or* on the district's Web site. Previously, districts had to post vacancy notices at the relevant administrative offices *and* on the district's Web site. See DC(LEGAL).

Compensation

DEA(LEGAL) includes salary provisions from HB 3646, as well as a new provision from HB 2360, effective September 1, 2009, requiring districts to provide notice regarding the federal earned income tax credit.

DEAA(LEGAL) reflects changes to the District Awards for Teacher Excellence (DATE) incentive program. HB 3646 expands the program to include principals and requires districts to notify teachers and principals of the criteria and any formulas on which the awards will be based before the beginning of the period on which awards will be based.

Leaves and Absences

As reflected at DEC(LEGAL), SB 522, effective May 12, 2009, prohibits a district from restricting the order in which an employee may use various types of leave. In addition, HB 1470, effective June 19, 2009, requires districts to provide notice of assault leave rights in any informational handbook distributed to employees.

Grievances

HB 2512, effective September 1, 2009, requires a district grievance policy to permit an employee who reports a grievance to make an audio recording of any meeting or proceeding at which the substance of the grievance is investigated or discussed. The district is not required to provide the audio recording equipment or delay timelines because of this requirement. See DGBA(LEGAL).

DGBA(LOCAL) POLICY CONSIDERATIONS:

Pursuant to HB 2512, we have added a provision to this local policy permitting an employee to make an audio recording of a conference or hearing conducted in accordance with this policy at which the substance of the employee's complaint is discussed. The recommended language requires the employee to notify others who are present that an audio recording is being made.

Discrimination

HB 978, effective September 1, 2009, modified the Texas Commission on Human Rights Act to more closely conform to the Americans with Disabilities Act Amendments Act of 2008. As a result, we have updated citations throughout DAA(LEGAL). We have also made revisions to emphasize that an individual cannot bring a reverse disability discrimination claim—a claim in which an individual without a disability alleges he or she was discriminated against because of the lack of a disability.

School Bus Drivers

DBA(LEGAL) has been revised to reflect new Texas Administrative Code rules regarding school bus driver qualifications, including application requirements, annual driver's license checks, and grounds for disqualification. At DBB(LEGAL), provisions regarding medical examinations for school bus drivers have been updated in accordance with revised Texas Department of Public Safety (DPS) rules.

Mentor Teachers

In accordance with SB 1290, effective June 19, 2009, teachers are no longer required to be new to the profession to be eligible for a mentor. Mentors may now be assigned to teachers with less than two years of teaching experience in the subject or grade level to which the teacher is assigned. See DEAA(LEGAL).

Instruction

Grading

Several legislative changes related to grading provisions are included at EIA(LEGAL):

- SB 2033, effective June 19, 2009, requires a district to adopt a grading policy before each school year. The grading policy must include provisions for the assignment of grades on class assignments and examinations; must require a classroom teacher to assign a grade that reflects the student's relative mastery of an assignment; may not require a teacher to assign a minimum grade for an assignment without regard to the student's quality of work, and may allow a student a reasonable opportunity to make up or redo a class assignment or examination for which the student received a failing grade.

- HB 3, effective for the 2009–10 school year, revises the accountability information that must be included in each student’s first report card and requires the district to provide parents with comparisons of student performance and information about online educational resources if the parent’s child failed an assessment instrument.

EIA(LOCAL) POLICY CONSIDERATIONS:

While this local policy already includes provisions for establishing grading guidelines, in accordance with SB 2033 grading guidelines should be reviewed each year and should now ensure that grading reflects a student’s relative mastery of an assignment.

A new provision in this policy allows a student a reasonable opportunity in accordance with grading guidelines to redo a class assignment or retake a test for which the student received a failing grade.

In light of the new law prohibiting a grading policy from requiring a teacher to assign a minimum grade for an assignment without regard to the student’s quality of work, if the district’s policy requires a 50 to be recorded in the cumulative record when the student’s average is less than a 50, we recommend that the district discuss this practice with its attorney. If the district wishes to continue this practice, then this provision would be more appropriately addressed in the grading guidelines and deleted from policy.

State Assessment Requirements

In accordance with HB 3, effective for the 2009–10 school year, special education students are no longer exempt from state assessments; however, the ARD committee is still authorized to select an appropriate assessment in accordance with procedures developed by TEA. See EKB(LEGAL).

HB 3 also prompts changes to state assessment requirements for limited English proficiency (LEP) students, as reflected at EKBA(LEGAL).

Retention and Promotion

HB 3, effective for the 2009–10 school year, makes several changes to retention and promotion requirements at EIE(LEGAL):

- In determining promotion, the district must now consider the recommendation of the student’s teacher, the student’s grade in each subject or course, the student’s score on a state-mandated assessment instrument, and any other necessary academic information as determined by the district. The district must give notice of its promotion standards by the start of each school year.

- Students are no longer required by law to pass the third grade reading assessment instrument in order to be promoted to fourth grade.
- New provisions require accelerated instruction for all students in grades three through eight who fail an assessment instrument.
- If the grade placement committee decides to promote a fifth or eighth grade student who failed to pass an assessment instrument, the student must complete accelerated instruction before being promoted to the next grade level. The student must also be assigned to a highly qualified teacher in the subject of the failed assessment.

EIE(LOCAL) POLICY CONSIDERATIONS:

We have added to this local policy recommended language referencing the factors from HB 3 that must be considered for promotion and have deleted references to passage of the third grade assessment previously required for promotion to fourth grade. We have also included revisions to reflect the new accelerated instruction requirements from HB 3 for students whom the grade placement committee promotes.

At-Risk Students HB 2703, effective June 19, 2009, revises the definition of “student at risk of dropping out of school” to exclude a student who did not advance from pre-kindergarten or kindergarten to the next grade level only because of the parent’s request. See EHBC(LEGAL).

Graduation Requirements Reflected at EIF(LEGAL), HB 3, effective for the 2009–10 school year, amends provisions regarding graduation requirements:

- In order for a student to enroll in the Minimum High School Program, the student’s parent and a counselor or administrator must agree in writing, and the student must be at least 16 years old, must have completed two credits required for graduation in each of the foundation curriculum subjects, or must have failed to be promoted to the tenth grade on one or more occasions. A district must also provide to the parent a written notice, to be developed by TEA, explaining the benefits of the Recommended High School Program.
- By removing the State Board of Education’s authority over the enrichment curriculum for the Recommended High School Program, HB 3 changed the graduation requirements for this program. Legal references in the policy have been adjusted accordingly. Correspondence from TEA about

implementation of the new graduation requirements, including district authority to continue existing requirements, can be found at <http://ritter.tea.state.tx.us/curriculum/HB3index.html>.

- Provisions addressing the number of P.E. credits required for graduation have been adjusted since the credits required are dependent on the graduation program in which a student enrolls.

EIF(LOCAL) POLICY CONSIDERATIONS:

Because graduation requirements for physical education credits now depend on which graduation program a student is enrolled in, we recommend deleting from this local policy the specific number of required physical education credits listed in the section regarding P.E. substitutions.

The number of P.E. credits required for each student may be affected by locally established graduation requirements and should be communicated to students in the same manner as the district communicates other graduation requirements. Commonly, this information is published in the course catalog or student handbook.

Automatic Admissions

SB 175, effective June 19, 2009, amends the automatic admission statute that guarantees students in the top ten percent of their class admission to institutions of higher education. As reflected at EIC(LEGAL), beginning with the 2011–12 academic year, the University of Texas at Austin may cap the number of students it admits under this law to 75 percent of the enrollment for incoming resident undergraduate students.

Several new notice provisions from SB 175 regarding automatic admissions are included at EIC(LEGAL) and EJ(LEGAL).

Human Sexuality Instruction

At EHAA(LEGAL), SB 283 requires that a district provide notice to parents before each school year regarding whether the district will provide human sexuality instruction. A provision regarding this new requirement was added to the 2009 *TASB Model Student Handbook*.

Other Instructional Requirements

Several bills prompted revisions to instructional requirements at EHAC(LEGAL):

- HB 3 adds a fine arts requirement for students in grades 6–8, effective with the 2010–11 school year.

- In accordance with HB 3076, effective June 19, 2009, a district is now required to use the parenting awareness program developed by the State Board of Education in its high school health curriculum and may use the program in its middle school curriculum.
- SB 1344, effective June 19, 2009, requires a district to choose an alcohol awareness program from a list maintained by TEA for the district to use in its health curriculum.

SB 891, effective June 19, 2009, requires districts to establish specific objectives and goals for their physical education curriculum, including student-to-teacher ratios. See EEB(LEGAL) and EHAA(LEGAL).

Class Size

In accordance with SB 300, exceptions to class size limits are now valid for an entire school year, rather than for a semester, as before. See EEB(LEGAL).

Prekindergarten

Several bills affect provisions regarding prekindergarten. At EHBG(LEGAL), changes include the following:

- SB 891 mandates that districts now require full-time prekindergarten students, and to the extent practicable half-day students, to participate in 30 minutes of daily physical activity.
- HB 3643, effective June 19, 2009, expands the number of children eligible to enroll in free prekindergarten classes by broadening the definitions of “child” to include a stepchild and “parent” to include a stepparent.
- HB 136, effective September 1, 2009, requires that a district now report to TEA the strategies that the district has implemented to increase community awareness of prekindergarten programs.

College Credit Program

At EHDD(LEGAL), HB 3646 clarifies that a district is not required to pay a student’s tuition or other costs associated with taking a course under a college credit program. The bill also provides that the time a student spends in a course under the college credit program be included when calculating the minimum instructional hours required for a student to be considered a full-time student in average daily attendance (ADA).

Student Issues

New provisions regarding military dependents are now at FDD, while provisions on school safety transfers, formerly at FDD, have been moved to FDE.

Military Dependents

With SB 90, effective May 5, 2009, Texas joined the Interstate Compact on Educational Opportunity for Military Students. The purpose of the Compact is

to remove barriers to educational success imposed on children of military families because of frequent moves and deployment of their parents. FDD(LEGAL), the code now dedicated to provisions regarding military dependents, addresses applicability of the Compact; eligibility for students to enroll in the district; education records; and grade-level, course, and educational program placement. Provisions from the Compact relating to military dependents are also included at the following codes:

- EHBAB(LEGAL), regarding special education services
- EIF(LEGAL), regarding graduation requirements
- EKB(LEGAL), regarding assessment instruments
- FB(LEGAL), regarding evaluation and placement of disabled students
- FEA(LEGAL), regarding excused absences for deployment-related activities
- FFAB(LEGAL), regarding immunizations and transfer of immunization records
- FM(LEGAL), regarding participation in extracurricular activities

School Safety Transfers

FDE(LOCAL) POLICY CONSIDERATIONS:

Provisions on School Safety Transfers have been moved from FDD(LOCAL) to FDE(LOCAL). TEA has revised its 2009–2010 Guidance on the School Safety Choice Option to include aggravated robbery as one of the violent criminal offenses for which a student who is a victim must be offered a transfer. The text of this policy has been revised accordingly.

Attendance

FEA(LEGAL) has been rearranged to group together absences that districts *must* excuse for compulsory attendance purposes and absences that districts *may* excuse for compulsory attendance purposes.

- Legislation that adds to the list of reasons for which a district *must* excuse a student from attending school under compulsory attendance includes the following:
 - HB 192, effective June 19, 2009, adds appearing at a governmental office to complete paperwork required to obtain U.S. citizenship and taking part in a U.S. naturalization oath ceremony.

- HB 192 also clarifies that temporary absences for health-care appointments include absences for a student with autism spectrum disorder attending an appointment with a health-care practitioner to receive services for autism.
- SB 1134, effective September 1, 2009, adds serving as an election clerk.
- From HB 2542, effective June 19, 2009, districts *may* excuse a student for up to two days during the student's junior year and for up to two days during the student's senior year to visit an institution of higher education. The district must adopt a policy to determine when an absence will be excused for this purpose and develop a procedure to verify the visit.

If a student is absent for any of the above reasons when attendance is taken, the student may be considered in attendance for attendance accounting purposes. See FEB(LEGAL).

FEA(LOCAL) POLICY CONSIDERATIONS:

Pursuant to HB 2542, we have added a new provision permitting an excused absence for up to two days during a student's junior year and up to two days during the student's senior year for visits to an institution of higher education, the maximum amount stated in law. However, the district may revise this text to grant fewer days of absence or not to grant any absences for this purpose.

The recommended text requires students to submit verification of the visit in accordance with administrative regulations.

FEC(LOCAL) POLICY CONSIDERATIONS:

As described above, the legislature expanded the list of reasons for which a student's absence will be counted as a day of attendance for compulsory attendance purposes. While excused absences that are counted as days of attendance for purposes of compulsory attendance do not automatically count toward days of attendance for purposes of receiving credit, the majority of districts do consider these absences to be extenuating circumstances if all required documentation has been submitted and makeup work has been completed satisfactorily. For this reason, we have added to the list of absences that shall be considered days of attendance for credit: activities re-

lated to obtaining U.S. citizenship, serving as an election clerk, and visiting an institution of higher education.

We have added recommended text to the list of options the attendance committee may choose from in imposing conditions for awarding credit, which now includes attending a flexible school day program. We have also added summer school to the list to reflect common district practice.

Other non-legislative changes have been included to reflect widespread district practice in the section of the policy addressing personal illness, where recommended revisions clarify that either the principal or attendance committee may require a medical statement concerning a student's illness for the purpose of classifying the absence as one for which there are extenuating circumstances.

Average Daily Attendance

HB 4102 adds a provision to FEB(LEGAL) that the Commissioner shall adjust a district's ADA if all or part of the district is declared a disaster area by the governor and the district's ADA has declined as a result of the disaster. The adjustment will last for two years after the governor declares the disaster.

Discipline

As reflected at FNCG(LEGAL) and FOD(LEGAL), HB 1020, effective June 19, 2009, provides an exception from mandatory expulsion for a student's use, exhibition, or possession of a firearm at an approved off-campus target range while participating in or preparing for certain shooting sports competitions or activities sponsored by the district or affiliated with the Texas Parks and Wildlife Department.

At FO(LEGAL), HB 171, effective June 19, 2009, requires the Student Code of Conduct to specify that the district will consider self-defense, intent, disciplinary history, and disability when making decisions regarding a student's out-of-school suspension, placement in a DAEP, expulsion, or placement in a JJAEP, regardless of whether the decision involves a mandatory or discretionary action. Previously, consideration of these factors was left to the district's discretion. This provision is addressed in the 2009 *TASB Model Student Code of Conduct*.

A provision from HB 1425, effective June 19, 2009, allows counties with a population greater than 125,000 that meet certain criteria to be treated as if they have a population less than 125,000 for purposes of establishing JJAEPs. See FODA(LEGAL).

Child Abuse Reporting

SB 643, effective June 1, 2009, increases the penalty for failing to report child abuse or neglect from a class B to a class A misdemeanor. See FFG(LEGAL).

Wellness

FFAD(LOCAL) POLICY CONSIDERATIONS:
This local policy on communicable diseases is recommended for deletion. Information on exclusion and readmittance of students due to a communicable condition is available at FFAD(LEGAL), and the Texas Guide to School Health Programs, published by the Texas Department of State Health Services, contains school attendance guidelines and a table of diseases for which students should be excluded from schools.

At FFAB(LEGAL), new Texas Administrative Code rules from the Texas Department of State Health Services, effective March 5, 2009, require that students in grades 7–12 have the meningococcal vaccine.

Student Activities

FM(LEGAL) contains new provisions requiring a school that sponsors, promotes, or is otherwise associated with a rodeo in which its students are likely to participate to conduct a mandatory safety education program for the participating students. These provisions are from SB 2505 and apply to rodeos held after January 1, 2010.

Public Information

As reflected at GBA(LEGAL), SB 1068, effective June 4, 2009, allows a district to redact certain personal information of an employee or board member without first seeking an attorney general opinion, though the district must provide notice to the requestor regarding the redaction. The same redaction provisions apply to information regarding peace or security officers.

Also at GBA(LEGAL), legislative changes expand the list of information exempted from public disclosure:

- SB 1068 adds information that, if released by the district, would subject an employee or board member to a substantial threat of physical harm.
- HB 2730 adds information collected to perform a criminal history check, including CHRI the district receives from DPS. See also DBAA(LEGAL).

At GBAA(LEGAL), provisions have been simplified and rearranged. The procedures the district follows when responding to a request for information have been revised based on legislative changes.

More Information

For further information on these policy changes, refer to the policy-by-policy Explanatory Notes—customized for each district’s policies—and the policies themselves, found in your localized update packet.

(LOCAL) Policy Comparison Packet

Each marked-up (LOCAL) policy in this collection reflects an automated comparison of the updated policy with its precursor, as found in the TASB Policy Service records.

The comparison is generated by an automated process that shows changes as follows.

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

While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow.

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

ACCOUNTING ACTIVITY FUNDS MANAGEMENT

CFD (LOCAL)

FIDUCIARY
RESPONSIBILITY

The Superintendent, principal, and sponsor, as applicable, shall be responsible for the proper administration of District and campus activity funds and student activity funds in accordance with state law and local policy, District-approved accounting practices and procedures, and the TEA *Financial Accountability System Resource Guide*.

**STUDENT ACTIVITY
FUNDS**

~~STUDENT FUNDS~~

The Superintendent or designee shall ensure that ~~a student activity accounts are~~ **activities account is** maintained to manage all class funds, organization funds, and any other funds collected from students for a school-related purpose. ~~The Receipts shall be issued by the~~ **principal or designee shall issue receipts** for all funds prior to their deposit into the appropriate District account at the District depository.

~~FIDUCIARY
RESPONSIBILITY~~

~~The principal and sponsor shall be responsible for the proper administration of student funds in accordance with state and local law, District-approved accounting practices and procedures, and the TEA *Financial Accountability System Resource Guide*.~~ Student activity funds shall be included in the annual audit of the District's fiscal accounts. [See CFC]

USE AND
EXPENDITUR
E

Funds collected by student groups shall be used only for purposes authorized by the organization or upon approval of the sponsor. The principal or designee shall approve all disbursements. All funds raised by student organizations must be expended for the benefit of the students.

**DISTRICT AND
CAMPUS ACTIVITY
FUND**

~~THE PRINCIPAL SHALL
BE AUTHORIZED TO
EXPEND FUNDS FROM
THE CAMPUS
ADMINISTRATIVE
ACTIVITY FUNDS
APPROVAL~~

The Superintendent shall establish regulations governing the expenditure of District and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local sources of revenue over which the District has direct control. Funds generated from such sources shall be expended for the benefit of the District or its students and shall be related to the District's educational purpose, faculty, staff, or campus.

Approval from the immediate supervisor or designee shall be obtained prior to a disbursement being made to **any employee, including** the principal.

CARRYOVER FUNDS

All funds shall be left in the appropriate account and each sponsoring group shall retain the carryover funds for the next fiscal year. If an organization ceases to function or exist, the unexpended funds of the organization shall be credited to the appropriate administrative activity account.

DATE ISSUED: ~~10/15/2009~~ ~~2/5/2004~~ ADOPTED: 1 of 1 UPDATE ~~8665~~-CFD(LOCAL)-A

BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT
MAINTENANCE

CLB (LOCAL)

INTEGRATED PEST
MANAGEMENT
PROGRAM ~~(IPMP)-
STANDARDS-
DEFINITION~~

The **District is committed to following District's** integrated pest management ~~guidelines program, developed in~~ **all pest control activities that take place on District property.**

As provided in accordance with the requirements of the Texas Administrative Code, **integrated pest management (IPM) is a pest management strategy that relies on accurate identification** ~~Structural Pest Control Act~~ **and scientific knowledge of target pests, reliable monitoring methods to assess pest presence, preventative measures to limit pest problems, and thresholds to determine when corrective control measures are needed. Under IPM, whenever economical and practical, multiple control tactics shall be used to achieve best control** ~~with the assistance of~~ **pests. These tactics shall possibly include, but are not limited to, the judicious use** ~~an advisory committee of~~ **pesticides.**

STANDARDS

In accordance with Part 4, Title 7 of the Administrative Code and Chapter 1951 of the Occupations Code, the District's IPM program ~~knowledgeable persons,~~ shall govern the District's use of pesticides, herbicides, and other chemical agents for the purpose of controlling pests, rodents, insects, and weeds in and around District facilities.

IPM COORDINATOR

The Superintendent shall designate the IPM coordinator(s), who shall be registered with the Texas Department of Agriculture. The IPM coordinator(s) shall receive training in accordance with law.

APPLICATION TIME
FRAME

The IPM coordinator(s), in addition to the responsibilities set out in CLB(LEGAL), shall coordinate with appropriate District administrators or other designated and trained employees **regarding** pesticide or herbicide applications in accordance with law. The IPM coordinator(s) shall determine when an emergency situation exists and an exception to the 48-hour notice requirement may be made.

NO UNAUTHORIZED
APPLICATION

No other employee or other person or entity shall be permitted to apply a pesticide or herbicide at a school facility without the prior approval of the IPM coordinator and other than in the manner prescribed by law and the District's **IPM** ~~integrated pest management~~ program.

FACILITIES CONSTRUCTION

(LOCAL)

COMPLIANCE WITH LAW	The Superintendent shall be responsible for establishing procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.
CONSTRUCTION CONTRACTS	<p>Prior to advertising, the Board shall determine the project delivery/contract award method to be used for each construction contract valued at or above \$5025,000. To assist the Board, the Superintendent shall recommend the project delivery/contract award method that he or she determines provides the best value to the District. [See CV series]</p> <p>For construction contracts valued at or above \$10,000,\$10,000, the Superintendent shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH]</p>
PROJECT ADMINISTRATION	<p>All construction projects shall be administered by the Superintendent or designee.</p> <p>The Superintendent shall keep the Board informed concerning construction projects and also shall provide information to the general public.</p>
CHANGE ORDERS	Change orders shall be approved by the Board or its designee prior to any changes being made in the approved plans or the actual construction of the facility.
FINAL PAYMENT	Final payments for construction work and/or the supervision of such work in the District shall not be made until the work has been completed and accepted by the Board.

DATE ISSUED: 10/15/2009~~8/25/1999~~ ADOPTED: 1 of 1 UPDATE ~~8664~~ CV(LOCAL)-AB-

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

GUIDING PRINCIPLES	The Board encourages employees to discuss their concerns and complaints through informal conferences with their supervisor, principal, or other appropriate administrator.
INFORMAL PROCESS	Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.
DIRECT COMMUNICATION WITH BOARD MEMBERS	Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.
FORMAL PROCESS	<p>If an informal conference regarding a complaint fails to reach the outcome requested by the employee, he or she may initiate the formal process described below by timely filing a written complaint form.</p> <p>Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.</p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.</p>
NOTICE TO EMPLOYEES	The District shall inform employees of this policy.
FREEDOM FROM RETALIATION	Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.
WHISTLEBLOWER COMPLAINTS	Whistleblower complaints shall be filed within the time specified by law and may be made to the Superintendent or designee beginning at Level Two. Time lines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]
COMPLAINTS AGAINST SUPERVISORS	Complaints alleging a violation of law by a supervisor may be made to the Superintendent or designee. Complaints alleging a violation of law by the Superintendent may be made directly to the Board or designee.
COMPLAINTS	In this policy, the terms "complaint" and "grievance" shall have the same meaning. This policy shall apply to all employee complaints, except as provided below.

DATE ISSUED: ~~10/15/2009~~~~5/14/2008~~ 1 of 6 UPDATE ~~8683~~-DGBA(LOCAL)-A

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

EXCEPTION:

§ This policy shall not apply to:

- 1 Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability). [See DIA]
- 2 Complaints alleging certain forms of harassment, including harassment by a supervisor and violations of Title VII. [See DIA]
- 3 Complaints concerning retaliation relating to discrimination and harassment. [See DIA]
- 4 Complaints concerning instructional materials. [See EFA]
- 5 Complaints concerning a commissioned peace officer who is an employee of the District. [See CKE]
- 6 Complaints arising from the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code. [See DFBB]
- 7 Complaints arising from the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term. [See DFAA, DFBA, or DFCA, respectively]

GENERAL PROVISIONS: Complaint forms and appeal notices may be filed by hand-delivery, fax, or U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Fax filings shall be timely filed if they are received on or before the deadline, as indicated by the date/time shown on the fax copy. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

RESPONSE: At Levels One and Two, "response" shall mean a written communication to the employee from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the employee's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

DAYS: "Days" shall mean District business days, unless otherwise noted. In calculating time lines under this policy, the day a document is filed is "day zero." The following business day is "day one."

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

REPRESENTATIVE	<p>“Representative” shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her in the complaint process.</p> <p>The employee may designate a representative through written notice to the District at any level of this process. If the employee designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.</p>
CONSOLIDATING COMPLAINTS	<p>Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not bring separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.</p> <p>When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.</p>
UNTIMELY FILINGS	<p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.</p>
COSTS INCURRED	<p>Each party shall pay its own costs incurred in the course of the complaint.</p>
COMPLAINT FORM	<p>Complaints under this policy shall be submitted in writing on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be attached to the complaint form. If the employee does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference.</p> <p>A complaint form that is incomplete in any material aspect may be dismissed, but may be refiled with all the required information if the refiled is within the designated time for filing a complaint.</p>

DATE ISSUED: ~~10/15/2009~~5/14/2008-3 of 6 UPDATE ~~86~~83-DGBA(LOCAL)-A

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

AUDIO RECORDING As provided by law, an employee shall be permitted to make an audio recording of a conference or hearing under this policy at which the substance of the employee’s complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

LEVEL ONE

Complaint forms must be filed:

- 1 Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
- 2 With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and hold a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

The administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

LEVEL TWO

If the employee did not receive the relief requested at Level One or if the time for a response has expired, the employee may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One re-

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

sponse or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The employee may request a copy of the Level One record.

The Level One record shall include: ~~:-~~

- 1 The original complaint form and any attachments.
- 2 All other documents submitted by the employee at Level One.
- 3 The written response issued at Level One and any attachments.
- 4 All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall hold a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues presented by the employee at Level One and identified in the Level Two appeal notice. At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

LEVEL THREE

If the employee did not receive the relief requested at Level Two or if the time for a response has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

PERSONNEL-MANAGEMENT RELATIONS EMPLOYEE
COMPLAINTS/GRIEVANCES

DGBA (LOCAL)

The Superintendent or designee shall inform the employee of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two complaint. The employee may request a copy of the Level Two record.

The Level Two record shall include: ~~:-~~

- 1 The Level One record.
- 2 The written response issued at Level Two and any attachments.
- 3 All other documents relied upon by the administration in reaching the Level Two decision.

If at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law.

[See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two. ~~:-~~

ACADEMIC ACHIEVEMENT GRADING/PROGRESS REPORTS
TO PARENTS

EIA (LOCAL)

RELATION TO ESSENTIAL KNOWLEDGE AND SKILLS	<p>The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.</p> <p>Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student's performance indicates the level of mastery of the designated District objectives. The student's mastery level shall be a major factor in determining the grade for a subject or course.</p>
GUIDELINES FOR GRADING	<p>The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignmentstudent achievement and that a sufficient number of grades are taken to support the grade average grade assigned. A minimum of six grades shall be required for each six-week grading period. Guidelines for grading shall be clearly communicated to students and parents.</p> <p>In accordance with grading guidelines, a student shall be permitted a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.</p>
PROGRESS REPORTING	<p>Grade reports shall be issued every six weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.</p>
INTERIM REPORTS	<p>Interim progress reports may be issued at the teacher's discretion; however, notice of a student's consistent unsatisfactory performance shall be issued in accordance with law.</p>
CONFERENCES	<p>In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.</p>
ACADEMIC DISHONESTY	<p>Students found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.</p>

DATE ISSUED: ~~10/15/2009~~~~12/2/2002~~ 1 of 2 UPDATE ~~8669-EIA(LOCAL)-A1X-~~

Port Aransas ISD
178908

ACADEMIC ACHIEVEMENT EIA GRADING/PROGRESS REPORTS TO PARENTS (LOCAL)

~~RECORDING FAILING The actual numerical grade earned shall be recorded in the student's permanent cumulative records.~~

DATE ISSUED: ~~10/15/2009~~12/2/2002-ADOPTED: 2 of 2 UPDATE ~~8669~~EIA(LOCAL)-A1X-

ACADEMIC ACHIEVEMENT
RETENTION AND PROMOTION

EIE
(LOCAL)

CURRICULUM
MASTERY

Promotion and course credit shall be based on mastery of the curriculum. Expectations and standards for promotion shall be established for each grade level, content area, and course and shall be coordinated with compensatory/accelerated services. [See EHBC]

STANDARDS FOR
MASTERY

In addition to the factors in law that must be considered for promotion, mastery~~Mastery~~ shall be determined as follows:

1 Course assignments and unit evaluation shall be used to determine student grades in a subject. An average of 70 or higher shall be considered a passing grade.

2 Mastery of the skills necessary for success at the next level shall be validated by assessments that may either be incorporated into unit or final exams or may be administered separately. Mastery of at least 70 percent of the objectives shall be required.

GRADES 1—2

In grades 1—2, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in language arts and mathematics.

GRADES 3—8

In grades 3—8, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in language arts, mathematics, science, and social studies.

GRADES 9—12

Grade-level advancement for students in grades 9—12 shall be earned by course credits. [See EI]

STUDENTS WITH
DISABILITIES

Promotion standards and appropriate assessment and acceleration options, as established by individualized education programs (IEP) or grade-level classification of students eligible for special education, shall be determined by the ARD committee.

LIMITED ENGLISH
PROFICIENCY
STUDENTS

In assessing students of limited English proficiency for mastery of the essential knowledge and skills, the District shall be flexible in determining methods to allow the students to demonstrate knowledge or competency independent of their English language skills in the following ways:

- 1 Assessment in the primary language.
- 2 Assessment using ESL methodologies.
- 3 Assessment with multiple varied instruments. [See EHBE]

ACADEMIC ACHIEVEMENT
RETENTION AND PROMOTION

EIE
(LOCAL)

STUDENT SUCCESS
INITIATIVE

In addition to local standards for mastery and promotion, students in grades ~~3, 5,~~ and 8 must meet the passing standard ~~established by the State Board~~ on an applicable assessment instrument in the subjects required under state law in order to be promoted to the next grade.

DEFINITION OF
„PARENT“

For purposes of this policy and decisions related to the student success initiative, a student’s “parent” shall be defined to include either of the student’s parents or guardians; a person designated by the parent, by means of a Power of Attorney, to have responsibility for the student in all school-related matters (see FD); a surrogate parent acting on behalf of a student with a disability; a person designated by the parent or guardian to serve on the grade placement committee (GPC) for all purposes; or in the event that a parent, guardian, or designee cannot be located, a person designated by the Superintendent or designee to act on behalf of the student. [See EIE(LEGAL)]

ALTERNATE
ASSESSMENT
INSTRUMENT

The Superintendent or designee shall select from the state-approved list for each applicable subject an alternate assessment instrument that may be used for the third testing opportunity. Each student’s GPC shall decide whether he or she shall be given the statewide assessment instrument or the applicable alternate instrument for the third testing opportunity. The committee’s decision shall be based on a review of the student’s performance in the previous testing opportunities, local assessments, and any other circumstances it deems appropriate.

STANDARDS FOR
PROMOTION UPON
APPEAL

If a parent initiates an appeal of his or her child’s retention following the student’s failure to demonstrate proficiency after the third testing opportunity, the GPC shall review all facts and circumstances in accordance with law and shall apply the following standards in deciding to promote or retain the student:—

- 1 Evidence of satisfactory student performance, including grades, portfolios, work samples, local assessments, previous state assessments, or individual reading or mathematics diagnostic tests or inventories, as appropriate;
- 2 Improvement in student test performance over the three testing opportunities;
- 3 Extenuating circumstances that may have adversely affected the student’s participation in instruction, required assessments, or accelerated instruction; and
- 4 Consideration of whether a student was not enrolled in a Texas public school for part of the school year.

The student shall not be promoted unless:

DATE ISSUED: ~~10/15/2009~~ ~~4/1/2005~~ 2 of 4 UPDATE ~~8675-EIE(LOCAL)-X~~

1. ~~All~~~~if all~~ members of the GPC agree that the student is likely to ~~per-form~~~~perform~~ on grade level if given additional accelerated instruction during the following school year **in accordance with the educational plan developed by the GPC; and**

The student completes accelerated instruction in the subject area for which the student failed to demonstrate proficiency before placement in the next grade level~~will be promoted.~~

Whether the GPC decides to promote or to retain a student in this manner, the committee shall determine an accelerated instruction plan for the student for the following school year, providing for interim reports to the student's parent and opportunities for the parent to consult with the teacher or principal as needed. The principal or designee shall monitor the student's progress during the following school year to ensure that he or she is progressing in accordance with the plan.

TRANSFER
STUDENTS

When a student transfers into the District having failed to demonstrate proficiency on applicable assessment instruments after two testing opportunities, a GPC shall convene for that student. The GPC shall review any available records of decisions regarding testing and accelerated instruction from the previous district and determine an accelerated instruction plan for the student.

If a parent initiates an appeal for promotion when a student transfers into the District having failed to demonstrate proficiency after three testing opportunities, the GPC shall review any available records of decisions regarding testing, accelerated instruction, retention, or promotion from the previous district and issue a decision in accordance with the District's standards for promotion.

ASSIGNMENT OF
RETAINED STUDENTS

In the event a student is not promoted to the next grade level, the District shall nevertheless assign the student to an age-appropriate campus, unless:--

- 1 The student's parent requests that the student be assigned to the same or a similar campus setting; or
- 2 The student's GPC determines that it would be in the student's best interest to be assigned to the same or a similar campus setting. Criteria to be considered for this decision may include:
 - a. Recommendations from the student's teachers.
 - b. Observed social and emotional development of the student.

ACADEMIC ACHIEVEMENT EIE RETENTION AND PROMOTION (LOCAL)

REDUCING STUDENT RETENTION The District shall establish procedures designed to reduce retaining students at a grade level, with the ultimate goal being elimination of the practice of retaining students. [See EHBC]

ACADEMIC ACHIEVEMENT EIF
GRADUATION

(LOCAL)

**GRADE 9 BEFORE
THE 2007-08 SCHOOL
YEAR**

The following graduation requirements **shall** apply to students who entered grade 9 **before** in the **2007-08**~~2004-05, 2005-06, and 2006-07~~ school **year**~~years~~.

~~2004-05 THROUGH
2006-07 SCHOOL
YEARS~~
**MINIMUM
PROGRAM**

The District requires completion of 3 credits in addition to those required by the state for graduation under the Minimum Program. The additional credits shall be electives.

**RECOMMENDED
PROGRAM**

The District requires completion of 1 credit in addition to those required by the state for graduation under the Recommended Program. The additional credit shall be an elective.

**ADVANCED /
DISTINGUISHED
ACHIEVEMENT
PROGRAM**

The District requires completion of 1 credit in addition to those required by the state for graduation under the Advanced/Distinguished Achievement Program. The additional credit shall be an elective.

**BEGINNING WITH
GRADE 9 IN
THE 2007-08 SCHOOL
YEAR**

Application of the following graduation requirements **began with** ~~apply to~~ students who entered grade 9 in the 2007-08 school year ~~and thereafter~~.

~~THE 2007-08 SCHOOL
YEAR~~
**MINIMUM
PROGRA
M**

The District requires completion of 5 credits in addition to those required by the state for graduation under the Minimum Program. The additional credits shall be electives.

**RECOMMENDED
PROGRAM**

The District requires completion of 1 credit in addition to those required by the state for graduation under the Recommended Program. The additional credit shall be an elective.

**ADVANCED /
DISTINGUISHED
ACHIEVEMENT
PROGRAM**

The District requires completion of 1 credit in addition to those required by the state for graduation under the Advanced/Distinguished Achievement Program. The additional credit shall be an elective.

**PHYSICAL EDUCATION
SUBSTITUTIONS**

The District shall allow students to substitute certain physical activities for the ~~4.5~~ required credits of physical education. Such **substitution**~~substitutions~~ shall be based on the physical activity involved in **the courses listed for this purpose in state rules. [See EIF(LEGAL)]:-**

- 1 Drill team, marching band, and cheerleading during the fall semester.

**OTHER PHYSICAL
ACTIVITY PROGRAMS**

²The District shall award state graduation credit for physical education for appropriate private or commercially sponsored physical activity programs conducted either on or off campus, upon approval by the Commissioner of Education. [See also EHAC]

DATE ISSUED: 1 of 2
~~10/15/2009~~~~8/11/2008~~
UPDATE 86~~LDU-2008.02~~
EIF(LOCAL)-X

ACADEMIC ACHIEVEMENT EIF GRADUATION (LOCAL)

NO READING The District shall not offer state graduation credit for reading. CREDITS

ATTENDANCE COMPULSORY ATTENDANCE

FEA (LOCAL)

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

STUDENTS AGE 18 AND OVER

A student who voluntarily attends school after the student's 18th birthday shall be required to attend school until the end of the school year.

HIGHER EDUCATION VISITS

A student shall be excused for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education. A student shall be required to submit verification of such visits in accordance with administrative regulations.

WITHDRAWAL FOR NONATTENDANCE

The District may initiate withdrawal of a student under the age of 18 for nonattendance under the following conditions:--

- 1 The student has been absent ten consecutive school days; and
- 2 Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

For withdrawal of students 18 or older, see FEA(LEGAL).

STUDENTS IN HOMESCHOOLS

When the District becomes aware that a student is being or will be homeschooled, the Superintendent or designee may request in writing a letter of notification from the parents of their intention to homeschool using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

If the parents refuse to submit a letter of notification or if the District has evidence that the school-age child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

DATE ISSUED: ~~10/15/2009~~~~11/2007~~ 1 of 3 UPDATE ~~86~~84-FEC(LOCAL)-A

DATE ISSUED: ~~10/15/2009~~~~11/2007~~ 2 of 3 UPDATE ~~86~~84-FEC(LOCAL)-A

DATE ISSUED: ~~10/15/2009~~~~11/2007~~ ADOPTED: 3 of 3 UPDATE ~~8681~~ FEC(LOCAL)-A

ATTENDANCE ATTENDANCE FOR CREDIT FEC (LOCAL)

ATTENDANCE COMMITTEES

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent or designee shall make the specific appointments in accordance with legal requirements.

PARENTAL NOTICE OF EXCESSIVE ABSENCES

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

METHODS FOR REGAINING CREDIT

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit by submitting a written petition to the appropriate attendance committee.

Petitions for credit may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit. The committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

Students who have lost credit because of excessive absences may regain credit by fulfilling the requirements established by the attendance committee.

PERSONAL ILLNESS

When a student's absence for personal illness exceeds four consecutive days, the **principal or attendance committee may require that the student** student shall present a statement from a physician or health clinic verifying the illness or condition that caused the student's extended absence from school **as a condition of classifying the absence as one for which there are extenuating circumstances.**

If **a** the student has established a questionable pattern of absences, the **principal or** attendance committee may **also** require **that a student present** a physician's or clinic's statement of illness after a

ATTENDANCE ATTENDANCE FOR CREDIT FEC (LOCAL)

single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.

GUIDELINES ON
EXTENUATING
CIRCUMSTANCES

The attendance committee shall adhere to the following guidelines to determine attendance for credit::

DAYS OF
ATTENDANCE

1. All absences shall be considered in determining whether a student has attended the required percentage of days. If makeup work is completed **satisfactorily, absences for **the following reasons** religious holy days, required court appearances, and health care appointments shall be considered days of attendance for this purpose:**

- a. Religious holy days;**
- b. Required court appearances;**
- c. Activities related to obtaining U.S. citizenship;**
- d. Serving as an election clerk;**
- e. Visiting an institution of higher education [see FEA]; and**
- f. Health-care appointments.**

1.2. . [See FEB]

TRANSFERS /
MIGRANT
STUDENTS

2.3. A transfer or migrant student incurs absences only after his or her enrollment in the District.

BEST INTEREST
STANDARD

3.4. In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student.

4.5. The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.

DOCUMENTATION

5.6. The committee shall consider the acceptability and authenticity of documented reasons for the student's absences.

CONSIDERATION
OF CONTROL

6.7. The committee shall consider whether the absences were for reasons out of the student's or parent's control.

STUDENT'S
ACADEMIC RECORD

7.8. The committee shall consider whether or not the student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

ATTENDANCE ATTENDANCE FOR CREDIT

FEC (LOCAL)

INFORMATION FROM
STUDENT OR
PARENT
IMPOSING
CONDITIONS FOR
AWARDING CREDIT

8.9. The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit.

The committee may impose any of the following conditions for receiving credit lost because of excessive absences: 1. Completing additional assignments, as specified by the committee or teacher.

2. Satisfying time-on-task requirements before and/or after school.

3. Attending tutorial sessions as scheduled, which may include.

4.2. Attending Saturday classes or before-and after-school programs.

5.3. Maintaining the attendance standards for the rest of the semester.

6.4. Taking an examination to earn credit. [See EEJA]

5. Attending a flexible school day program.

6. Attending summer school.

In all cases, the student must also earn a passing grade in order to receive credit.

APPEAL PROCESS

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL) beginning at Level Three.

NCAD FUND ALLOCATION

Discussion Item:

A Board Member has requested that this item be put on the agenda.

Olivia Mixon

From: "Michael Kovacs" <mkovacs@cityofportaransas.org>
To: <mixon@paisd.net>
Sent: Thursday, December 03, 2009 11:31 AM
Subject: FW: appraisal district

Dear Ms. Mixon,

Here's my message on the subject to Dan Parker that he used to write his article that appeared about two weeks ago.

Michael

-----Original Message-----

From: Michael Kovacs [mailto:mkovacs@cityofportaransas.org]
Sent: Monday, November 16, 2009 6:02 PM
To: 'Dan'
Cc: charlesbujan@hotmail.com; 'Claude Brown'; gbalentine@firstam.com; Keith K. Donley; McMullin Keith (keith@texasislandproperties.com); Mike Hall (mikehall@centurytel.net); Rick Pratt (rickpratt45@gmail.com); 'Pat Garrett'; 'Jay Reynolds'
Subject: RE: appraisal district

Dan,

I'll CC the Council on this reply to you and include Jay Reynolds, Asst. Director at NCAD so he can get with Ollie Grant, Executive Director.

Just to be mindful of the open meetings act, I am not looking for a reply to this from my members or implying that they should contact you.

Here's my take on it.

It is possible that the Council will want to talk about this item again, but the process could move rapidly one way or another before we can figure out what the best way to go is for us. It is possible that the district will not get their final vote in time this week or that they may. I think they have until Nov. 30th for all the jurisdictions to act but you may want to check with them to be sure.

Regardless of what happens, they need to address this code section that requires them to rebate us all. The past practice of the NCAD was to send a letter and let us know that they had a modest surplus and that they were rolling it into their building fund, then cite Section 6.06 of the Property Tax Code and hope nobody read it, which none of us did. In my conversations with NCAD staff and board members, I knew there was some process involved with the reserves, that we had proportional ownership and there may be a way to access them, but assumed that it would be coordinated with the rest of the cities and involve a huge process, similar to the pain threshold for this building plan they are proposing. Knowing all the issues with the building and Lorraine's work to date, I didn't want to be the one to

initiate something like that in order to access a small amount of money for us. I also assumed the other entities knew much more amount this than I did, and were also on-board with saving the money for the building and that the process was allowable.

The good news and bad news, is that the cash reserves and the building (and it's issues) belong to the taxing jurisdictions, including the City of Port A. So we're all in this together and will reap the blessings or curses of the building and all its cost implications. This fact is often lost on many folks. We, the taxing jurisdictions, make up and are the Appraisal District. We have to make it the best it can be, for our collective benefit of accurate appraisals, timely appeals, and professional services.

Since we've had a board member at the NCAD, things have improved quite a bit. Lorraine Stern served on the Board and their Building Committee, and worked very hard on the building solution. We have had good communications with our board member and the board member from N. Padre, who spoke at our special meeting.

It would be easy for the taxing jurisdictions to turn on the district for not being clearer on the surplus/refund issue, shooting down their proposal and raiding the reserves for political points. I think our best course of action will be for me to talk to the NCAD Manager, and our Padre Island and Port A board members (even though a new one is about to take office to replace Lorraine) to see what is happening on this whole building/reserves issue before we make any decisions one way or another.

I would think that the prudent course of action is to address this building issue and not let the reserves issues distract us from dealing with it.

We can initiate a process for the NCAD to auto-deposit our share of the surpluses straight into our accounts for next year and subsequent years. On the building issue now, whether they send us our old funds back or not, we'll still be part owners in a old building that needs substantial renovation or replacement, and it will still be us and our taxpayers who have to deal with it. It's probably smarter to take care of it now rather than put it off.

Michael

-----Original Message-----

From: Dan [mailto:dan@portasouthjetty.com]
Sent: Monday, November 16, 2009 2:52 PM
To: Michael Kovacs
Subject: appraisal district

<http://www.caller.com/news/2009/nov/14/surplus-fund-under-scrutiny/>

Michael:

12/3/2009

I might be writing a story with the Port Aransas angle on this appraisal district story (see link).

Will Port Aransas city government seek money back?

Is it possible that the council will rescind its vote to support the appraisal district building a new building?

- Dan

CLOSED MEETING

NON-ACTION ITEM:

The Board will adjourn to Closed Meeting in accordance with the Texas Open Meetings, Act, Texas Government Code 551.074 to consider the following:

- A. Personnel: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, and Dismissal of Employees.

RETURN TO OPEN MEETING

NON-ACTION ITEM:

The Board will reconvene in regular session.

ADJOURN

Action Item:

There being no further business the board will adjourn.