



Melissa ISD

Regular

Monday, October 20, 2014 6:00 PM

Agenda of Regular Meeting

Melissa ISD

A Regular Meeting of Melissa ISD will be held October 20, 2014, beginning at 6:00 PM in the Professional Learning Center, 1904 Cooper Street, Melissa.

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

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

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

1. Call to Order and Establish Quorum - Announcement by President that a quorum is present, that the meeting has been duly called, and that notice of the meeting has been duly posted for time and manner as required by law. *Please make sure your cell phones are on vibrate.*
2. Invocation
3. Pledges of Allegiance
(U.S.) I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.
(Texas) **Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.**
4. Administer Oath of Office to Newly Hired Chief of Police 5
Kelly approach Bruce to Recite and Sign Oath of Office
 - A. Recognitions
 1. Cardinal Commendations
 2. Campus Attendance Awards
5. Public Hearing - Award of Nominal Value
(Bruce, citizens must be given opportunity to speak at this time regarding the Award of Nominal Value)
6. Consent Agenda
Administration recommends approval of the consent agenda
 - A. Minutes of previous meeting 7
 - B. Finance 14
7. Kenny Deel, Executive Director of Operations

- A. Construction Update
- B. Maintenance Overview
- C. Transportation Update
- D. Portable Building/Ramtech Modular Update
 - 1. Buildings
 - 2. Bus Barn, Storage, Expansion
- 8. Campus Reports
- 9. Dr. Brian Brown, Executive Director of Community Relations, Technology & Grants
 - A. Community Outreach
 - B. Technology Update
- 10. Christy Fiori - Executive Director of Curriculum, Instruction & Federal Programs
 - A. Curriculum and Instruction Update
 - 1. District and Campus Improvement Plans
 - 2. GPA & Course Selection Focus Group Presentation-Recommendation for Changes to EIC (Local)
 - 3. Recommended Assessments and Dates for Credit by Examination
 - B. Professional Development Update
 - C. Teachers of the Year and Volunteer of the Year Celebration with the Board of Trustees
- 11. Dr. Robert Rich, Deputy Superintendent
 - A. Personnel Update
 - B. Donations
 - 1. Heritage Park Hospital in Sherman - \$10,000 Donation Toward Athletic Trainer Salary
 - 2. Maria's Mexican Restaurant - \$20 Donation for Staff Meeting Recognition
 - 3. Durkins - \$25 Donation for Staff Meeting Recognition
 - 4. Crow's - \$25 Donation for Staff Meeting Recognition
 - 5. Target REDcard \$2118.02 Donation to Harry McKillop Elementary
 - 6. Spirit Ink \$461 Donation to Melissa Middle School
 - C. Finance Update
 - D. Move Fiscal Year
- 12. Board President Reports
 - A. Discuss City of Melissa's Plan for Future Parks
 - B. Immediate Facility Needs Overview
- 13. Superintendent Reports
 - A. Instructional Framework Update
 - B. Possible Dates for Joint Session with City of Melissa
- 14. Open Forum

If anyone signs up to speak, please address audience: *Citizens may make comments about existing policy, present commendations, or express areas of concern or need. Topics may not be specific to individual students or school personnel and should be limited to five minutes.*

15. Action Items
 - A. Local District Update, Affecting Local Policy CKE, second reading 17
Superintendent Recommendation: Board to approve Local District Update, Affecting Local Policy CKE, second reading
 - B. Local District Update, Affecting Local Policy EIC, first reading 20
Superintendent Recommendation: Board to approve Local District Update, Affecting Local Policy EIC, first reading
 - C. Consider Approval of Recommended Assessments and Dates for Credit by Examination 24
Superintendent Recommendation: Board to Approve Recommended Assessments and Dates for Credit by Examination
 - D. Policy Update 100, second reading, affecting (LOCAL) policies (see list of codes) 25
Superintendent Recommendation: To approve second reading of Policy Update 100, affecting (LOCAL) policies, as presented.
 - E. Resolution to Adopt 2014 Tax Roll 33
Superintendent Recommendation: Board to approve resolution to adopt 2014 Tax Roll.
 - F. Resolution for Award of Nominal Value 34
Superintendent Recommendation: Board to approve Resolution for Award of Nominal Value
16. Closed Session
 - A. Section 551.074 Personnel Issues
 1. Personnel discussion
 2. Personnel recommendations
17. Return to Open Session
18. Discussion and Possible Action on Matters Discussed in Closed Session
 - A. Consideration and Possible Action Regarding Recommendations
Motion:
“I move that the Board approve the recommendations of the Superintendent, as presented.”
“Any discussion?”
Vote. How many voted for # against # abstained #
19. Adjournment

THE STATE OF TEXAS

Statement of Appointed Officer

I, Kelly Davidson, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment, as a reward to secure my appointment or confirmation thereof, so help me God.

Affiant

Office to Which Appointed

City

Sworn to and subscribed before me by affiant on this ____ day of _____, 20__.

Signature of Person Administering Oath

Printed Name

Title

Notary Seal

**IN THE NAME AND BY THE AUTHORITY OF
THE STATE OF TEXAS**

Oath of Office

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and the laws of the United States and of this State, so help me God.

Affiant

Sworn to and subscribed before me by affiant on this ____ day of _____, 20__.

Signature of Person Administering Oath

Printed Name

Title

Notary Seal

DRAFT
MELISSA INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
September 15, 2014

The Board of Trustees of the Melissa Independent School District met in Regular Session on September 15, at 6:00 p.m. at Melissa Home Office Board Room, 1904 Cooper Street. Members present: Paul Anderson, Anthony Figueroa, Dr. Bill Gray, George James, Rickie Lafon, Bruce Minchey, and Carolyn Spurgin. Also present: Superintendent Keith Murphy, Dr. Robert Rich, and Lanza Coe.

Board President Bruce Minchey called the meeting to order at 6:00 p.m. with a quorum present.

Carolyn Spurgin gave the invocation.

Kylee, Braxlyn, Brody, and Korbin Cox, Harry McKillop Elementary students, led the Pledges of Allegiance.

Leanne Bush presented Cardinal Commendations to the following Harry McKillop Elementary students:

- Tristan Mathison
- Tyler Mathison
- Mikayla Coyner

Tami Hayes presented Cardinal Commendations to the following Melissa Ridge Intermediate students:

- Judson Greer
- Kayla Ashley
- Hannah Avila

Kim Boedeker presented Cardinal Commendation to Coach Jim Miller as an outstanding staff member.

Kim Boedeker presented Cardinal Commendations to the following Melissa Middle School students:

- Bryce Matthews
- Rosie Ruiz

Lance Rainey recognized the Melissa High School Student Council Officers.

Superintendent Keith Murphy presented Cardinal Commendations to the following:

- Austin Hall, Technology Services
- Dr. Brian Brown, Executive Director of Community Relations, Technology, and Grants
- Christy Fiori, Executive Director of Curriculum, Instruction, and Federal Programs

Superintendent Murphy presented Cardinal Commendations for outstanding student attendance:

- Kindergarten for Highest Grade Level Attendance at Harry McKillop Elementary
- Sixth Grade For Highest Grade Level Attendance At Melissa Ridge Intermediate
- Seventh Grade for Highest Grade Level Attendance at Melissa Middle School
- Eleventh Grade for Highest Grade Level Attendance at Melissa High School
- Melissa Ridge Intermediate Campus for Highest District Attendance

The Board unanimously approved the consent agenda.

Joel Martin with Pogue Construction provided a construction update. Paul Anderson asked several questions.

Mr. Deel confirmed the press box will be ready for a reception with the Board on Friday night.

Board President Minchey thanked Pogue for their attention to the design challenges.

Kenny provided maintenance, real estate, and transportation updates.

Rob Welsh provided an additional transportation update. Mr. Welsh thanked the Board for their approval for additional district vehicles.

Mr. Deel reported the district is creating a new afternoon route to support additional riders and will monitor whether it will be necessary to open for the morning route as well. The district is also monitoring the special education transportation to determine whether that will need to be adjusted as well.

Mr. Deel reported Melissa ISD won a grant to attend a conference regarding educational spaces. Mr. Deel and Superintendent Murphy plan to attend.

Leanne Bush provided a campus update. Ms. Bush expressed appreciation for the home office administrators, parents, and police who assisted the teachers during car pool so that all students were in the building by 7:45 a.m. to start their school day.

Ms. Bush reported Grandparent's Day was a success.

Ms. Bush reported Barbara Strickland's student yearbook design will be used as the company's feature cover design.

Ms. Hayes reported we have 70 additional students at MRI, and that 250 attended Grandparents Day.

Ms. Hayes reported Melissa Ridge Intermediate will host Curriculum Nights during the next couple of weeks.

Ms. Hayes added that one of our focuses is continuous improvement for all kids, and reported that POI (Period of Intervention) was recently revamped and renamed to C30 (Cardinal-30).

Ms. Hayes thanked Ms. Fiori for setting up the curriculum design with Dr. Croissant.

Kim Boedeker reported information about All About ME (Modeling Excellence) at Melissa Middle School. Recent events included a guest speaker, Isaiah Joshua, who discussed educational diversity, and our first Annual Red Red Rally.

Ms. Boedeker added we will continue with our Rachel's Challenge.

Mr. Rainey reported they changed from a seven-period to eight-period day and indicated it has gone very smoothly because the information was shared early with staff and students.

Mr. Rainey reported the following:

- Several new courses were added to this year's high school curriculum.
- The new Choir program is preparing for the first competition.
- MHS has a new discipline and attendance plan.
- College Day was very successful.
- Cardinals Band will be wearing their new uniforms that the Board approved.
- The new gym should be ready for the first volleyball game of the season.

George asked about the competition level of Choir. Mr. Rainey indicated they may begin as junior varsity.

Officer Kelly Davidson discussed CKE (Local) that will be considered for approval by the Board.

Shelia Smith reported the 2014-2015 Budget is up and running. Ms. Smith introduced the idea and discussed the advantages and disadvantages of going to a July rather than September budget adoption cycle. A resolution would have to go before the Board in January. Superintendent Murphy said we will continue to explore that possibility.

Dr. Brian Brown reported School Messenger is up and running.

Dr. Brown reported we have revamped the Communique to be a broader newsletter.

Dr. Brown reported there is a Facebook profile for each of the campuses. Principals have been working with their teams to include more content. Some campuses have that tied to Twitter.

Dr. Brown provided a technology update.

Dr. Brown reported we have updated the Public Address (PA) System at all campuses. Our principals can now utilize any phone in the building to make a public announcement. We are looking at a mobile version as well.

Dr. Brown reported our phone server went down and added that Cogent, our service provider, was very helpful and responsive and got us up and running.

Christy Fiori discussed the improvement planning process for our campuses and district, which includes district goals, performance objectives, strategies, and formative reviews. Ms. Fiori added the teachers and principals are currently working on the strategies that are scheduled to be completed by October.

Ms. Fiori provided an update on the GPA Focus Group and plans to bring a recommendation to next month's board meeting.

Ms. Fiori reported we need to file a Class Size Waiver for second grade.

Ms. Fiori reported enrollment for After School Academy is still open for MRI students, but closed for HME students due to the high numbers of students enrolled in those particular grade levels. The program is still very successful. Ms. Fiori added that we want to keep those high expectations and are looking at extending the program into the summer.

Ms. Fiori provided a professional development update including opportunities for principals and new teachers to the district.

Curriculum and Instructional Designers and teacher representatives are being trained on test development through new assessment programs. Staff Development is scheduled for October 27.

Ms. Fiori discussed the Teacher of the Year and Volunteer of the Year Celebration with the Board.

Dr. Rich provided a personnel update.

Dr. Rich discussed the latest enrollment numbers.

Dr. Rich discussed the appraiser list that was provided for the Board's approval.

Dr. Rich recognized the following donations:

- Brookshires Anna \$136.80 donation in groceries for Melissa Middle School Academy
- Parkway Driving School, LLC - \$240 donation to Melissa High School
- Wells Fargo Education Matching Gift Program and Community Support Campaign - \$95 donation to Melissa High School
- Netsync Network Solutions - \$5,000 donation for Connect U
- Teacher Tube - \$1,000 donation to Connect U
- Bella Couture Salon Boutique LLC - \$150 donation to Connect U
- Target Red Card Donation - \$698.14 donation for Melissa Middle School

Paul Anderson suggested the Bank of America's program that matches dollars for volunteer work for their employees. Dr. Rich responded the district will look into this program.

Board President Minchey discussed scheduling a joint meeting with the City of Melissa. Superintendent Murphy recommended scheduling in November or December and suggested asking an outside party to facilitate.

Superintendent Murphy reported that he and Jason Little discussed having a City/School Brand.

George James agreed to the concept of a combined branding but suggested having a strategic meeting where we understand our objectives. Superintendent Murphy added we could have shared commitments and work together to establish those. President Minchey agreed it would be good to have Dr. Marshall facilitate a structured meeting. It was suggested having a workshop early on a Saturday morning and come up with three to five statements together.

Superintendent Murphy discussed the upcoming Visioning Group Meeting on October 7, and asked the Board to attend.

Superintendent Murphy the district has grown about 200 students.

Superintendent Murphy also reported the district has been working with the City of Melissa and that he plans to attend their October meeting and lay out plans for portables.

No one addressed the Board in open forum.

On a motion by George James and seconded by Anthony Figueroa, the Board publicly endorsed the hiring of Templeton Demographics.

On a motion by Carolyn Spurgin and seconded by George James, the Board publicly endorsed the hiring of Kelly Davidson as Melissa Schools Chief of Police.

On a motion by Rickie Lafon and seconded by Carolyn Spurgin, the Board unanimously approved the first reading of Local District Update, Affecting Local Policy CKE.

On a motion by Bill Gray and seconded by Paul Anderson, the Board unanimously approved the first reading of Policy Update 100, affecting (LOCAL) policies, as presented.

On a motion by Paul Anderson and seconded by Bill Gray, the Board unanimously approved the PDAS Appraiser List.

Anthony Figueroa asked why Jim Miller and Jeff Clouse were on the PDAS Appraiser List since they are not administrators. Superintendent Murphy explained that Jeff Clouse is now Academic Dean and that Jim Miller has assumed administrator duties as well.

On a motion by Carolyn Spurgin and seconded by George James, the Board unanimously approved the goals and performance objectives for the Campus Improvement Plans and District Improvement Plan.

On a motion by Rickie Lafon and seconded by George James, the Board unanimously approved the Application for Class Size Waiver.

The Board went into closed session at 8:11 p.m.

The Board returned to open session at 9:05 p.m.

On a motion by Carolyn Spurgin and seconded by Anthony Figueroa, the Board adjourned at 9:08 p.m.

Date Approved

Bruce Minchey, President

Rickie Lafon, Secretary

DRAFT
MELISSA INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES SPECIAL MEETING
October 7, 2014

The Board of Trustees of the Melissa Independent School District met in Special Session on October 7, 2014, at 6:00 p.m. at First Melissa Baptist Church, 2101 East Melissa Road. Members present: Paul Anderson, Anthony Figueroa, Dr. Bill Gray, George James, Rickie Lafon, Bruce Minchey and Carolyn Spurgin. Also present: Superintendent Keith Murphy.

Board President Bruce Minchey called the meeting to order at 5:00 p.m. with a quorum present.

Rickie Lafon gave the invocation.

Board members, along with Superintendent Murphy and the Melissa Schools Leadership Team, participated in a Visioning Group Workshop, facilitated by Dr. Russell Marshall.

The Board adjourned at 7:48 p.m.

Date Approved

Bruce Minchey, President

Rickie Lafon, Secretary

Board Report
 Recap Comparison of Revenue to Budget
 Melissa ISD
 As of September

	EstimatedRevenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
198 / 5 ACADEMY/SUMMER CAMP	95,000.00	-6,516.00	-6,516.00	88,484.00	6.86%
199 / 5 GENERAL FUND	16,586,505.00	-2,048,521.18	-2,048,521.18	14,537,983.82	12.35%
224 / 5 IDEA B FORMULA (224)	231,885.00	.00	.00	231,885.00	.00%
240 / 5 FOOD SERVICE	578,065.00	-27,689.39	-27,689.39	550,375.61	4.79%
461 / 5 CAMPUS ACTIVITY FUND	.00	-.30	-.30	-.30	.00%
599 / 5 DEBT SERVICE FUND	3,380,349.00	-2,643.44	-2,643.44	3,377,705.56	.08%
693 / 5 18.5 M Bond Sale	500.00	-119.74	-119.74	380.26	23.95%
753 / 5 WORKMAN COMPENSATION INSURANCE	.00	-2.48	-2.48	-2.48	.00%
865 / 5 STUDENT ACTIVITY FUND	.00	.00	.00	.00	.00%
Grand Total Revenues	20,272,304.00	-2,085,492.53	-2,085,492.53	18,186,811.47	10.29%
7000	600,000.00	.00	.00	600,000.00	.00%

Board Report
Recap Comparison of Expenditures and Encumbrances to Budget
Melissa ISD
As of September

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
198 / 5 ACADEMY/SUMMER CAMP	-95,000.00	1,007.88	2,109.49	2,109.49	-91,882.63	2.22%
199 / 5 GENERAL FUND	-16,587,355.00	150,934.04	1,281,072.69	1,281,072.69	-15,155,348.27	7.72%
224 / 5 IDEA B FORMULA (224)	-231,885.00	.00	22,348.52	22,348.52	-209,536.48	9.64%
240 / 5 FOOD SERVICE	-578,065.00	.00	63,970.46	63,970.46	-514,094.54	11.07%
410 / 5 STATE TEXBOOK FUND	-145,224.51	27,068.13	58,370.22	58,370.22	-59,786.16	40.19%
599 / 5 DEBT SERVICE FUND	-3,380,349.00	.00	.00	.00	-3,380,349.00	-.00%
693 / 5 18.5 M Bond Sale	-2,998,110.10	46,703.84	3,316.88	3,316.88	-2,948,089.38	.11%
753 / 5 WORKMAN COMPENSATION INSURANCE	.00	.00	28,210.73	28,210.73	28,210.73	.00%
Grand Total Expenditures	-24,015,988.61	225,713.89	1,459,398.99	1,459,398.99	-22,330,875.73	6.08%

End of Report

Melissa Independent School District
Monthly Investment Position As Of
September 2014
(Unaudited)

<i>Investment Accounts Description</i>	<i>Cusip Securities</i>	<i>Yield At Maturity</i>	<i>6/30/2014 Book Value</i>	<i>Principal Additions/Purchases</i>	<i>Principal Withdrawals/Sells</i>	<i>Book Value 6/30/2014</i>	<i>Market Value 9/30/2014</i>	<i>Accrued Interest</i>	<i>Interest Earned</i>	<i>9/30/2014 Ending Balance</i>
Fund 199	TexPool	0.0319	\$ 2,885,919.08	\$ 5,304,224.36	\$ 4,614,296.21	\$ 3,575,847.23	\$ 3,575,847.23	-	\$ 227.73	\$ 3,576,074.96
Fund 199	TexStar	0.0317	\$ 1,514,451.76	\$ 1,077,997.60	\$ 750,000.00	\$ 1,842,449.36	\$ 1,842,449.36	-	\$ 114.73	\$ 1,842,564.09
Fund 461	TexPool	0.0319	\$ 13,592.30	\$ -	\$ -	\$ 13,592.30	\$ 13,592.30	-	\$ 0.86	\$ 13,593.16
General Fund										\$ 5,432,232.21
Fund 599	TexPool	0.0319	\$ 240,470.27	\$ 314,296.21	\$ 240,000.00	\$ 314,766.48	\$ 314,766.48	-	\$ 16.72	\$ 314,783.20
Fund 599	TexStar	0.0317	\$ 1,971,733.98	\$ 25,229.54	\$ 1,988,813.14	\$ 8,150.38	\$ 8,150.38	-	\$ 52.73	\$ 8,203.11
Debt Service Fund										\$ 322,986.31
Fund 753	TexPool	0.0319	\$ 65,878.32	\$ -	\$ -	\$ 65,878.32	\$ 65,878.32	-	\$ 5.53	\$ 65,883.85
Worker Compensation Fund										\$ 65,883.85
Fund 693	TexStar	0.0317	\$ 8,960,076.59		\$ 6,503,117.33	\$ 2,456,959.26	\$ 2,456,959.26		\$ 434.41	\$ 2,457,393.67
Construction Fund										
Fund 865	TexPool	0.0319	\$ 25,975.73	\$ -	\$ -	\$ 25,975.73	\$ 25,975.73	-	\$ 2.11	\$ 25,977.84
Agency Fund										\$ 25,977.84
Total Investments									\$ 854.82	\$ 5,847,080.21

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

DISTRICT POLICE DEPARTMENT	To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a District police department and shall employ and commission a police officer, who shall serve as chief of police.
SUPERVISORY AUTHORITY	The police officer shall be accountable to and shall report to the Superintendent. In accordance with law, the Superintendent shall not delegate this supervisory responsibility.
JURISDICTION	The jurisdiction of the police officer shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.
POLICE AUTHORITY	<p>The police officer employed by the District shall have all the powers, privileges, and immunities of police officers on or off duty within the jurisdiction of the District. The District police officer shall have the authority to:</p> <ol style="list-style-type: none">1. Protect the safety and welfare of any person in the jurisdiction of the District and protect the property of the District.2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, the District police officer may serve search warrants in connection with District-related investigations in compliance with the Texas Code of Criminal Procedure.3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.5. Enforce District policies on District property, in school zones, at bus stops, or at District functions.6. Investigate violations of District policy, rules, and regulations as requested by the Superintendent and participate in administrative hearings concerning the alleged violations.7. Carry weapons as approved by the Superintendent.

TASB Legal and Policy Services provide no assurance that this sample comports with law or is appropriate for your District. Policy Service samples and assistance provided by your Policy Consultant/Analyst should not be considered legal advice and are not intended as a substitute for advice of the District's legal counsel.

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

- 8. Carry out all other duties as directed by the Superintendent.
- TEMPORARY ASSIGNMENT
The District police officer shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the other agency.
- LIMITATIONS ON NONSCHOOL EMPLOYMENT
An officer commissioned under this policy shall not provide law enforcement or security services for an outside employer without prior written approval from the Superintendent.
- RELATIONSHIP WITH OUTSIDE AGENCIES
The District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts among the department and the agencies. The police officer and the Superintendent shall review the memorandum of understanding at least once every year. The memorandum of understanding shall be approved by the Board.
- VIDEO MONITORING
If available, video equipment shall be used on a District police car for safety purposes whenever the flashing lights on the car are in use.
- ACCESS TO RECORDINGS
Recordings shall be considered law enforcement records, shall remain in the custody of the police department, and shall be maintained as required by the department regulations manual and law. A parent or student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LLEGAL)]
- OFFICER TRAINING
The District police officer shall receive at least the minimum amount of continuing education required by the Texas Commission on Law Enforcement (TCOLE).
- DEPARTMENT REGULATIONS MANUAL
To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The police officer and the Superintendent shall review the manual annually and make any appropriate revisions.
- RACIAL PROFILING
The police officer shall develop and implement regulations to ensure compliance with state law regarding racial profiling. The police officer employed by the District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.

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SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

- USE OF FORCE The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.
- HIGH-SPEED PURSUIT The police officer shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual.
- COMPLAINTS Complaints against the District police officer shall be in writing on a form provided by the District and shall be signed by the person making the complaint. In accordance with law, the District shall provide to the police officer a copy of the complaint. [See COMPLAINTS AGAINST PEACE OFFICERS at CKE(LEGAL)]
- Appeals regarding this complaint process shall be filed in accordance with DGBA, FNG, or GF, as appropriate.

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

VALEDICTORIAN AND
SALUTATORIAN

The valedictorian and the salutatorian shall be the two students with the highest weighted grade point average (GPA) who have been enrolled in the District continuously, commencing with enrollment before the first day of the second nine-week grading period of the students' junior year until graduation.

GRADUATION
HONORS

Honors at graduation shall be governed by the following:

1. Honors shall be determined at the end of the third nine-week grading period of the senior year.
2. All courses taken in grade 9 through the third nine-week grading period of grade 12 shall be included.

GRADE POINTS

To determine GPAs for graduation, grade points shall be assigned to courses in grades 9–12 according to the level of the course. The levels of courses shall be honors (including Pre-Advanced Placement (AP), AP, International Baccalaureate (IB) and dual credit), and academic.

AP and IB courses are nationally/internationally recognized for their advanced level of curriculum. Students may have the potential to earn college credit for these courses.

Pre-AP and Pre-IB/Honors courses are those courses in which the Texas Essential Knowledge and Skills (TEKS) are extended and enriched, resulting in an academically rigorous curriculum.

Dual credit courses are college or university courses in which a student receives simultaneous academic credit for the course from both the college and the high school.

Academic courses are those courses that provide a challenging curriculum in a variety of offerings based on the TEKS.

GRADE 9 BEFORE THE
2014–15 SCHOOL
YEAR

The following provisions shall apply to students who entered grade 9 before the 2014–15 school year.

A student's class rank shall be determined in accordance with the following:

1. Rank shall be determined after all grades are recorded each semester.
2. Grades earned throughout the four years of high school shall be computed.
3. Final senior ranking shall be determined after the third nine-week grading period of the student's senior year.

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

Determination of class rank shall include all courses except the following: aide positions, peer tutoring, SAT prep classes, high school credits earned in middle school, driver's education, concurrent enrollment courses, summer school courses, credit by examination courses, correspondence school courses, courses repeated for local credit, and summer school programs abroad.

GRADE POINT
SYSTEM

Grade points shall be assigned according to the chart below:

Numerical Grade	Honors	Academic
97 and above	5.0	4.0
93–96	4.8	3.8
90–92	4.6	3.6
87–89	4.4	3.4
83–86	4.2	3.2
80–82	4.0	3.0
77–79	3.8	2.8
73–76	3.6	2.6
71–72	3.4	2.4
70	3.0	2.0
Below 70	0	0

BEGINNING WITH
GRADE 9 IN THE 2014–
15 SCHOOL YEAR

Application of the following provisions began with students who entered grade 9 in the 2014–15 school year.

A student's class rank shall be determined in accordance with the following:

1. Rank shall be determined after all grades are recorded each semester.
2. The core courses shall be listed in the course catalogue.
3. Final senior ranking shall be determined after the third nine-week grading period of the student's senior year.

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

TIES

In the event of a tie for valedictorian, grade point average shall be calculated including all weighted courses for all courses taken for high school credit.

GRADE POINT SYSTEM

Grade points shall be assigned according to the chart below:

Numerical Grade	Honors	Academic
100	5.0	4.0
99	4.9	3.9
98	4.8	3.8
97	4.7	3.7
96	4.6	3.6
95	4.5	3.5
94	4.4	3.4
93	4.3	3.3
92	4.2	3.2
91	4.1	3.1
90	4.0	3.0
89	3.9	2.9
88	3.8	2.8
87	3.7	2.7
86	3.6	2.6
85	3.5	2.5
84	3.4	2.4
83	3.3	2.3
82	3.2	2.2
81	3.1	2.1
80	3.0	2.0
79	2.9	1.9

ACADEMIC ACHIEVEMENT
CLASS RANKING

EIC
(LOCAL)

78	2.8	1.8
77	2.7	1.7
76	2.6	1.6
75	2.5	1.5
74	2.4	1.4
73	2.3	1.3
72	2.2	1.2
71	2.1	1.1
70	2.0	1.0
69	1.9	0.9
68	1.8	0.8
67	1.7	0.7
66	1.6	0.6
65	1.5	0.5
64	1.4	0.4
63	1.3	0.3
62	1.2	0.2
61	1.1	0.1
60	1.0	0.0

Credit by Exam Test Dates

We are recommending the following dates for the 2014-2015 school year:

Thursday, October 2, 2014 & Friday, October 3, 2014

Thursday, March 5, 2015 & Friday, March 6, 2015

Thursday, June 11, 2015 & Friday, June 12, 2015

Thursday, August 13, 2014 & Friday, August 14, 2015

Credit by Exam Assessments

We are recommending the following assessments for the 2014-2015 school year:

Grade Level	Assessments
Kindergarten	ELA Inventories, Math Performance Based Assessments
1 st -5 th Grade	District Developed Criterion Referenced Assessments for Reading, Math, Science, and Social Studies
6 th -12 th	College Board Advanced Placement Examination, College Level Examination Program Examinations, District Developed Criterion Referenced Assessments that meet TAC requirements, or Examinations developed by Texas Tech University.

(LOCAL) Policy Action List

MELISSA ISD(043908) - Update / LDU 100

CPC(LOCAL): OFFICE MANAGEMENT - RECORDS MANAGEMENT

CRD(LOCAL): INSURANCE AND ANNUITIES MANAGEMENT - HEALTH AND LIFE INSURANCE

DCB(LOCAL): EMPLOYMENT PRACTICES - TERM CONTRACTS

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

DCE(LOCAL): EMPLOYMENT PRACTICES - OTHER TYPES OF CONTRACTS

FDA(LOCAL): ADMISSIONS - INTERDISTRICT TRANSFERS

FL(LOCAL): STUDENT RECORDS

GBAA(LOCAL): INFORMATION ACCESS - REQUESTS FOR INFORMATION

GKB(LOCAL): COMMUNITY RELATIONS - ADVERTISING AND FUND RAISING IN THE SCHOOLS

Vantage Points

A Board Member's Guide to Update 100

Please note: *Vantage Points* is an executive summary, prepared specifically for board members, of the TASB Localized Update. 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 more detailed, district-specific Explanatory Notes and the policies within the localized update packet.**



This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional advisor. Consult with your attorney or professional advisor to apply these principles to specific fact situations.

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 website at <http://policy.tasb.org>.

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Among the topics addressed at Update 100 are performance reporting, district- and campus-improvement plans, security personnel, instructional materials allotments, records management, employee health insurance, district employment practices, staff development, credit-by-examination, revocation of student transfers, and public information.

Performance Reporting

Provisions at AIB(LEGAL) have been revised to reflect the new Texas Academic Performance Report (TAPR), which replaced the Academic Excellence Indicator System (AEIS) report. The policy also incorporates the amended Commissioner's rules outlining timelines for a public hearing on the TAPR and requiring the report to be published on the district's website and in other public places. Details from existing Commissioner's rules regarding school report cards (SRCs), including timelines for distributing the report to parents, and a new provision from the amended rules permitting the district to send the SRC to parents by e-mail, have also been added to this legally referenced policy.

District/Campus Improvement Plans

Changes from the 83rd Texas Legislature, Regular Session, require the Commissioner of Education to develop an online survey on teaching and learning conditions to be administered biennially to district professional staff. As noted at BQA(LEGAL) and BQB(LEGAL) and beginning with the 2014–15 school year, each district- and campus-level planning and decision-making committee must use the results of the survey to review and revise the district- and campus-level improvement plans and, as otherwise appropriate, to enhance the learning environment. Note that if your district committee functions as a single district/campus committee, only BQA(LEGAL) is included in the Update packet.

Security Personnel

CKE(LEGAL), addressing security personnel, has been reorganized and revised to better reflect statutory text and is recommended for inclusion in all districts' policy manuals to reflect common security options available to school districts. The policy is organized into four major sections and includes existing provisions on district peace officers and security personnel; new provisions on school marshals from the 83rd Texas Legislature, Regular Session; provisions regarding concealed handgun licensees, including a new attorney general decision on authorizing individuals to carry firearms on district property; and existing statutory provisions on school resource officers.

Not revised at Update 100 but also recommended for inclusion in all districts' localized policy manuals is DEB(LEGAL) addressing fringe benefits and including the legal requirements applicable upon the death of a peace officer employed by a district. This legally referenced policy is recommended as a reference since all districts have the option of commissioning peace officers.

CKE(LOCAL) POLICY CONSIDERATIONS

This local policy on security personnel may be recommended for inclusion or for revision in your district's policy manual based on the district's responses to a survey sent by TASB Policy Service in early June. Note, however, that if the board has not authorized the formation of a police department or if the district does not have an arrangement with a local law enforcement agency for the presence of school resource officers on district property, no local policy is recommended at this time. If the board has authorized certain individuals to carry concealed handguns on district premises, this information should be included at CKC(LOCAL).

FL(LOCAL) POLICY CONSIDERATIONS

Recommended revisions at FL(LOCAL) clarify that a district's school resource officers, if any, are considered "school officials" for purposes of FERPA and are allowed access to student records if they have a legitimate educational interest in the records. Even if the district does not currently have school resource officers, this revision is recommended to accommodate any future arrangements.

**Concealed
Handgun
License
Holders**

The recent attorney general opinion regarding concealed handgun licensees incorporated at CKE(LEGAL) is also reflected at GKA(LEGAL), addressing conduct on school premises. The opinion provides that a concealed handgun license holder does not commit a criminal offense by carrying a handgun at an interscholastic event or a board meeting if the holder is lawfully carrying a handgun pursuant to the board's written regulations and authorization.

**District
Operations
Instructional
Materials**

Revisions at CMD(LEGAL) were prompted by amended Commissioner's rules regarding the instructional materials allotment (IMA) and include additional detail regarding the option for a district to requisition and receive instructional materials before IMA funds are available, as well as other provisions concerning the mechanics of IMA funding and reimbursement.

**Records
Management**

At CPC(LEGAL), existing statutory provisions have been added explaining that a board must designate a records management officer (RMO) for the district and file the RMO's name, office, or position with the Texas State Library and Archives Commission within 30 days.

Health Insurance

CRD(LEGAL) has been extensively reworked in light of the Affordable Care Act. Text has been streamlined throughout and adjusted to better match statutory authority, while definitions of full-time and part-time employees have been revised to help districts determine employee eligibility for participation in TRS-ActiveCare.

CRD(LOCAL) POLICY CONSIDERATIONS

Recommended deletions at this code provide flexibility for the district to determine contributions to health insurance premiums based on factors other than part-time or full-time status, as previously indicated in the policy. For example, the district could consider TRS membership in setting contributions. This change is more consistent with state law, which requires districts to contribute to the health insurance premiums of only those employees who are active, contributing TRS members.

Employee Issues

Employment Practices

DC(LOCAL) SERIES POLICY CONSIDERATIONS

A primary objective of Update 100 is to ensure districts' local policies align with their current employment practices. Local policy recommendations in this series of policies reflect the district's responses to the survey sent by TASB Policy Service in June and affect, as applicable, DCB(LOCAL) regarding term contracts, DCC(LOCAL) on continuing contracts, DCD(LOCAL) regarding at-will employment, and DCE(LOCAL) addressing non-Chapter 21 contracts. For specific changes to your district's policies, see the Update 100 Explanatory Notes.

Staff Development

Statutory changes from the 2011 82nd Texas Legislature—which were delayed pending development of the new principal appraisal system that TEA will pilot in the 2014–15 school year—are now reflected at DMA(LEGAL), where provisions on staff development have been reorganized to better track statute and to include separate development requirements for educators and principals. As a result of the 2013 83rd Texas Legislature, Regular Session, provisions on required professional development for adult education staff have been deleted from the policy, since the administration and oversight of adult education and literacy programs has now transferred from TEA to the Texas Workforce Commission.

Instruction and Student Issues

Credit by Examination

As reflected at EHDB(LEGAL), amended State Board rules on credit by examination with prior instruction specify that tests given to students for the purpose of receiving credit for a subject in which a student has received prior instruction must be approved by the board.

Automatic Admissions

Changes at EIC(LEGAL) on class rank address how the new foundation graduation program will affect requirements for automatic admission to an institution of higher education.

Interdistrict Student Transfers

FDA(LOCAL) POLICY CONSIDERATIONS

For districts that approve interdistrict transfers, recommended revisions to this local policy are based on a recent Commissioner decision that determined that, under the Texas Education Code, interdistrict transfers must be for a period of one year. As a result, text permitting the district to revoke transfers mid-year for violations of the district's rules and regulations has been deleted, while new text provides that the district may take into account a transfer student's conduct in approving a transfer for the following school year.

Public Information

A new legally referenced policy at GB(LEGAL), containing provisions formerly at GBA(LEGAL), details the scope of public information and serves as an introduction to the series of policies addressing public information.

GBA(LEGAL), addressing access to public information, has been revised and reorganized. Several provisions addressing the scope of public information were moved to GB(LEGAL) and the remaining text, along with additional existing statutory provisions, was reorganized into three sections addressing right of access, confidential information under the Public Information Act (PIA), and information excepted from disclosure under the PIA.

GBAA(LOCAL) POLICY CONSIDERATIONS

With some exception, state law allows districts to charge requestors for district personnel time spent responding to the requestor's public information requests after the personnel time exceeds a specified amount established by the district, which may not be less than 36 hours. For districts that did not already have a local policy at this code, we recommend inclusion of this policy in your local policy manual to provide that the district will charge requestors for personnel time in accordance with this policy.

Advertising

GKB(LOCAL) POLICY CONSIDERATIONS

Recommended revisions to this local policy addressing advertising in schools expand the standards for accepting or rejecting advertising under district consideration and state that acceptance of advertising does not constitute district endorsement or approval. The policy explains that advertising is for the purpose of generating revenue, not establishing a forum for communication. Although requests for advertising must be considered in a manner consistent with the First Amendment, the district maintains control over the size and location of advertising and may reject advertising that is inconsistent with law, board policy, regulations, or curriculum or that has a reasonable likelihood of exposing the district to controversy, litigation, or disruption.

More Information

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

**MELISSA INDEPENDENT SCHOOL DISTRICT
Tax Roll Resolution 102014**

WHEREAS, Section 26.09 of the Property Tax Code requires approval by the governing body of the Melissa Independent School District of the appraisal roll with tax amounts entered by the assessor, for the year 2014, and

WHEREAS, such roll was presented to the Melissa Independent School District's Trustees on October 20, 2014, and appears in all things correct as under the applicable laws of Texas and

WHEREAS, said Trustees voted in open session to approve said roll,

IT IS HEREBY RESOLVED by the Trustees that the appraisal roll with taxable value of \$510,642,691.00 with the amount of tax levy due totaling \$8,629,013.43 for the year 2014 is approved and is the tax roll for the Melissa Independent School District for the year 2014.

DULY PASSED on this 20th day of October, 2014.

FOR _____

AGAINST _____

President, Board of Trustees
Melissa Independent School District

Date

Secretary, Board of Trustees
Melissa Independent School District

Date

MELISSA INDEPENDENT SCHOOL DISTRICT

RESOLUTION 102014-2

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MELISSA ISD
INDEPENDENT SCHOOL DISTRICT, HEREBY DECLARING A
PUBLIC PURPOSE FOR THE EXPENDITURES OF DISTRICT FUNDS**

WHEREAS, the Melissa Independent School District Board of Trustees, (hereinafter "Melissa ISD Board") passed a budget on August 18, 2014, which included funds in Object Code 6499, of the State 199 Allotment, to be expended in the manner outlined herein;

WHEREAS, the Melissa ISD Board has issued employment contracts for District employees that include provisions permitting the payment outlined herein;

WHEREAS, the Melissa ISD Board believes an award of nominal value, within budgeted amounts, to certain employees will serve a necessary school district purpose;

WHEREAS, the Melissa ISD Board believes that the public purpose served by the budgeted awards of nominal value include improving employee performance, enhancing employee morale, and providing recognition to employees providing service to the District above and beyond their job description and expectations;

WHEREAS, the Melissa ISD Board has established procedures for use of the identified funds by placing sufficient controls on such expenditures to ensure that the school district purpose is carried out;

WHEREAS, the Melissa ISD Board has established a formal process for such expenditures; periodic auditing of the expenditures to establish the public purpose identified herein; and limiting the individuals authorized to receive the awards.

WHEREAS, the Melissa ISD administration will regularly monitor the procedures outlined by the Melissa ISD Board to insure that the public purpose outlined herein is being served.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MELISSA INDEPENDENT SCHOOL DISTRICT:

SECTION 1: The findings set forth above are incorporated into the body of this Resolution as if fully set forth herein.

SECTION 2: The execution of this Resolution shall evidence the support of the Melissa ISD Board for budgeted awards of nominal value to identified employees to serve the necessary school district purpose identified herein.

SECTION 3: The execution of this Resolution shall evidence the action by the Melissa ISD Board to establish procedures for use of the funds identified herein by placing sufficient controls on such expenditures to ensure that the identified school district purpose is carried out.

SECTION 4: This Resolution shall take effect immediately upon its passage.

RESOLVED THIS THE _____ day of _____, 2014.

Mr. Bruce Minchey
President, Board of Trustees
Melissa Independent School District

ATTEST TO:

Mr. Rickie Lafon
Secretary, Board of Trustees
Melissa Independent School District