



**Avery ISD**

**Regular Meeting**

**Monday, December 19, 2016 7:00 PM**

# Agenda of Regular Meeting

## The Board of Trustees Avery ISD

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A Regular Meeting of the Board of Trustees of Avery ISD will be held December 19, 2016, beginning at 7:00 PM in the Administration Office, 150 San Antonio Street, Avery, TX.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order
2. Pledge of Allegiance/Invocation
3. Student/Staff Recognition
4. Open Forum
5. Consideration of Consent Agenda
  - A. Minutes of November Regular Meeting 5
  - B. Budget Report 8
  - C. Investment and Cash Position Report 11
  - D. Tax Collections 14
6. Expenditures 15
  - A. Action Sheet 25
7. Administrative Reports
  - A. Superintendent Report  
Presenter: Kelly Burns
    1. Enrollment/Attendance/ADA
    2. Facilities/Maintenance/Transportation  
Gym Floor
    3. Cafeteria
    4. Safety/Community/City  
RRC Schools Coordinated ALICE Training for August of 2017 at Detroit
    5. Education Foundation
    6. Policy
    7. Academics
      - a. PBMAS

|   |    |
|---|----|
| b. TAPR   |    |
| c. TEA Report Cards   |    |
| d. A-F Accountability   | 26 |
| 8. Board Self-Evaluation  |    |
| 9. Miscellaneous  |    |
| B. Secondary Principal Report   |    |
| Presenter: Daniel Pritchett   |    |
| 1. Enrollment/Attendance  |    |
| 2. Academics-Fall Exam Schedule Schedule  |    |
| 3. Athletics  |    |
| 4. Activities   |    |
| 5. Upcoming Events  |    |
| C. Elementary Principal Report  |    |
| Presenter: Audrey Shumate   |    |
| 1. Enrollment/Attendance  |    |
| 2. Academics  |    |
| 3. MS Athletics   |    |
| 4. Activities   |    |
| 5. Upcoming Events  |    |
| 8. Executive Session (Texas Government Code, Chapter 551, Subchapters D&E)  |    |
| A. Personnel (TX Govt Code, Section 551.074)  |    |
| B. Consultation with Attorney (TX Govt Code, Section 551.071)   |    |
| 9. Business   |    |
| A. Review/Accept School Board Training Hours for each Board Member  |    |
| B. Consider/Approve School Board Operating Standard Procedures  | 28 |
| C. Consider/Approve Waivers for Early Release Days and Class Size Exception   |    |
| D. Consider/Approve Resolution to Begin Process to Become a District of Innovation  | 41 |
| E. Consider/Approve A-F Rating Resolution   | 42 |
| F. Consider/Approve Resolution Honoring Allyson Pebsworth to the TASB Media Honor Roll  | 44 |
| 10. Information Items   |    |
| A. Staff Christmas Party, Dec. 21st   |    |
| B. Superintendent Evaluation  | 45 |
| Superintendent's evaluation is scheduled for our January meeting. Please complete the first form attached only (Supt Evaluation 2014) and return to President, Stacey Peek. President Peek may set a date for all members to have |    |

the evaluation back to her for tabulation/calculations prior to the January meeting. I have attached all other forms for reference and samples for next year. Staff Evaluation completed this month.

1. Superintendent Appraisal Instrument

C. Officers Sign Balfour Diploma Signature Sheets

11. Adjourn

## Minutes of Regular Meeting The Board of Trustees Avery ISD

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A Regular Meeting of the Board of Trustees of Avery ISD was held Thursday, November 17, 2016, beginning at 7:00 PM in the Administration Office, 150 San Antonio Street, Avery, TX. *Members present for the Regular Meeting of the Board of Trustees were Staci Moore, Missy Gilreath, Nancy Hendley, John Murphy, and Terry Burkett. Members absent were Stacey Peek and Brody Baird. School officials present were Kelly Burns, Superintendent; Daniel Pritchett, Secondary Principal; Audrey Shumate, Elementary Principal; Amanda Baird, Director of Business Operations, and Donna Williams, Central Office. Others present: see visitor sign in sheet*

1. Call to Order~ *Vice-President Moore called the meeting to order at 7:00 p.m., announced the presence of a quorum and stated that the meeting had been posted in the time and manner required by law.*
2. Pledge of Allegiance/Invocation ~ *Vice-President Moore lead the pledge and John Murphy delivered the invocation.*
3. Student/Staff Recognition
4. Open Forum ~ *none*
5. Consideration of Consent Agenda ~ *Motion to approve was made by Missy Gilreath, seconded by Nancy Hendley. Motion carries by a unanimous 5-0 'yea' vote.*
  - A. Minutes of October Regular Meeting
  - B. Budget Report
  - C. Monthly Investment & Cash Position Report
  - D. Tax Collections Report
6. Expenditures ~ *Motion to approve was made by Terry Burkett, seconded by Missy Gilreath. Motion carries by a unanimous 5-0 'yea' vote.*
7. Administrative Reports
  - A. Superintendent Report
    1. Enrollment/Attendance/ADA ~ *354/96.3%/324.036*
    2. Audit Update ~ *Auditors had to reschedule. Hope to present in December*
    3. Board Self-Evaluation  
*December meeting ~ best time to conduct annual self-evaluation*
    4. Academics  
*TAPR Report ~ TEA Campus report cards were presented. District and all campuses Met Standard*
    5. Cafeteria
    6. Transportation ~ *Route bus in shop at Bowie County Transportation and Currently working on a Transportation Handbook*
    7. Facilities/Maintenance

8. Community/City ~ *Guarantee Bond budgeted \$15,000 for electronic sign for 2016, however, Avery ISD was not informed of their allocation. Current electronic sign can not be updated. More information to come. Water/Sewer: Mr. Murphy addressed water and sewer. He talked to the city. He inquired about the sewer rate. It is \$24. Our rate is \$400 but they don't know how it is calculated. We are on the city's agenda for the next meeting on Nov 28th for the city council meeting. The city also asked us about the number of restrooms, which may be how they are calculating the rate. The rate has varied over the last few years. We are going to recommend to them to reduce our rate during the summer to the regular business rate of \$24 dollars, if they are calculating by the number of bathrooms.*
  9. Security/Safety/Health
  10. Education Foundation ~ *Sondra Rust present a check for teacher grants from the Education Foundation in the amount of \$17,659.53.*
  11. Technology ~ *Ms. Burns has submitted the Lennox grant application.*
  12. RRCAD
  13. Student Drug Testing
  14. Policy
    - EIC, DEC ~ *EIC: Failing grades are included in the calculations. For Valedictorian, a two-way tie could have two scholarships, depending on our policy. If more than two are tied, only two are allowed so the tie would have to be broken. Discussed how policy should be written for tie breaking for valedictorian.*
    - DEC - *Went through the policy worksheet. First 10 pages. Only real decision was for doctor's note. Consensus was that sick leave in excess of three days would require a doctor's note or at discretion if absence occurs under suspicious circumstances.*
  15. Miscellaneous
- B. Secondary Principal Report
    1. Enrollment/Attendance ~ *HS: 108/96.75% MS: 67/95.36%*
    2. Academics ~ *Elementary UIL, Dec 2nd*
    3. Athletics
    4. Extracurricular
    5. Upcoming Events
  - C. Elementary/MS Principal Report
    1. Enrollment/Attendance ~ *178/95.7%*
    2. Academics
    3. Athletics
    4. Extracurricular ~ *Elementary UIL, Dec 2nd*
    5. Upcoming Events ~ *Christmas Program December 15<sup>th</sup> @ 7pm*
8. Executive Session (Texas Government Code, Chapter 551, Subchapters D&E) ~ *In at 7:39 p.m. Out at 9:11 p.m.*
    - A. Personnel Matters (TX Govt Code Section 551.074)
    - B. Consultation with Attorney (TX Govt Code Section 551.071)

## 9. Business

- A. Consider/Approve EIC (Local) ~ *no action*
- B. Consider/Approve Update Payscales ~ *Motion was made by John Murphy to approve principal pay range from \$45,000-\$78,000 including housing benefit as presented, seconded by Nancy Hendley. Motion carries by unanimous, 5-0, "yea" vote.*

## 10. Information Items

- A. Elementary Christmas Program Thurs, Dec. 15th 7:00 p.m.
  - B. December Board Meeting Date  
Possible dates: Dec 19th (Mon) or 21st (Wed)
  - C. Board Training Hours  
Will be presented at December meeting.
11. Adjourn ~ *Motion was made by Missy Gilreath to adjourn, seconded by John Murphy. Motion carries by unanimous, 5-0 "yea" vote. Meeting adjourned at 9:13 p.m.*

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 Presiding Officer

Date

Board Secretary

Date

**Avery Independent School District**  
**"Making A Difference In Education"**



**BUDGET NARRATIVE AS OF 30 NOVEMBER 2016**

***Fund 199-General Fund***

Receipts for November include:

- \$280,657.00 Per Capita & FSP Revenue Receivable
- \$56,760.01 Tax Collections
- \$492.51 Interest and Dividend Income
- \$19,742.09 Rent & Other Local Revenue

Total expenditures for the General Fund were \$303,680.28 Major items for November were:

- \$ 211,897.76 November 2016 Payroll Expenses
- \$ 5,486.70 AEP/SWEPCO: District Utility Expense
- \$ 7,936.55 CAPITAL ONE: November Charges
- \$ 6,614.36 EDU-NET, LLC: Technology Services
- \$ 2,034.02 MARLIN BUSINESS - Copier Lease
- \$ 13,360.49 SYSCO EAST TEXAS: Food Services
- \$ 6,391.00 RED RIVER APPRAISAL: Quarterly Tax Collection Fee
- \$ 2,724.50 RENAISSANCE LEARNING: Annual AR Agreement
- \$ 2,059.20 DECKER EQUIPMENT: Cafeteria Line
- \$ 2,132.82 CDW GOVERNMENT: Hovercams/VGA Adapters
- \$ 28,922.00 KLC VIDEO SECURITY: Security Cameras
- \$ 5,045.69 AEP/SWEPCO: District Utility Expense
- \$ 2,614.99 TURNER HOLDINGS, LLC: Food Services

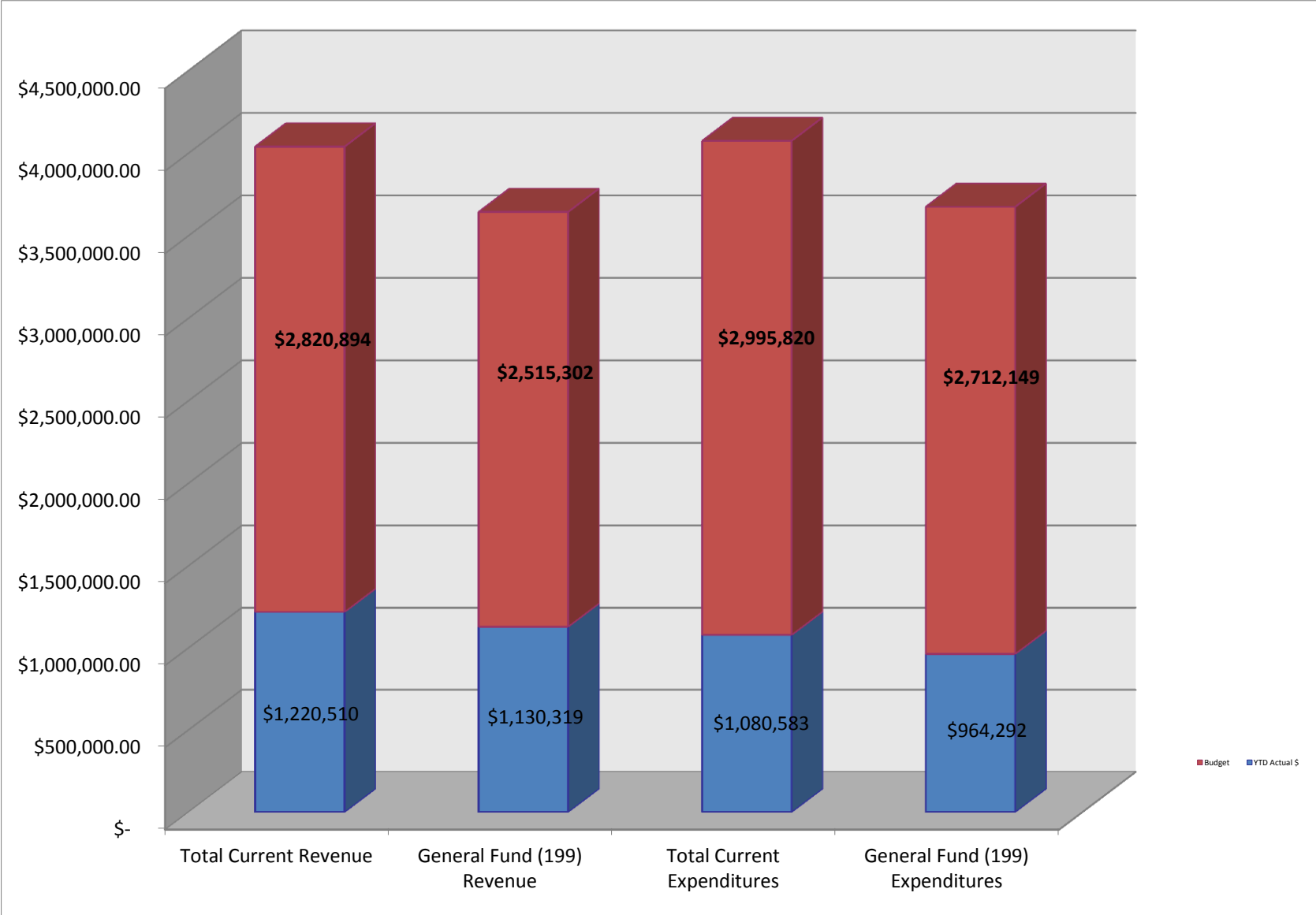
*[Major expenditures are items over \$2,000.00]*

**Budget Execution & Comparison with Prior FY, as of 30 NOVEMBER 2016**

| <b><i>Current Totals</i></b>    | <b><i>YTD Actual \$</i></b> |              | <b><i>Budget</i></b> |              | <b><i>Remaining</i></b> | <b><i>Budget %</i></b> |
|---------------------------------|-----------------------------|--------------|----------------------|--------------|-------------------------|------------------------|
| Total Current Revenue           | \$                          | 1,220,509.80 | \$                   | 4,041,403.38 | \$ 2,820,893.58         | 30.20%                 |
| General Fund (199) Revenue      | \$                          | 1,130,319.03 | \$                   | 3,645,620.84 | \$ 2,515,301.81         | 31.00%                 |
| Total Current Expenditures      | \$                          | 1,080,583.19 | \$                   | 4,076,403.12 | \$ 2,995,819.93         | 26.51%                 |
| General Fund (199) Expenditures | \$                          | 964,291.70   | \$                   | 3,676,441.17 | \$ 2,712,149.47         | 26.23%                 |

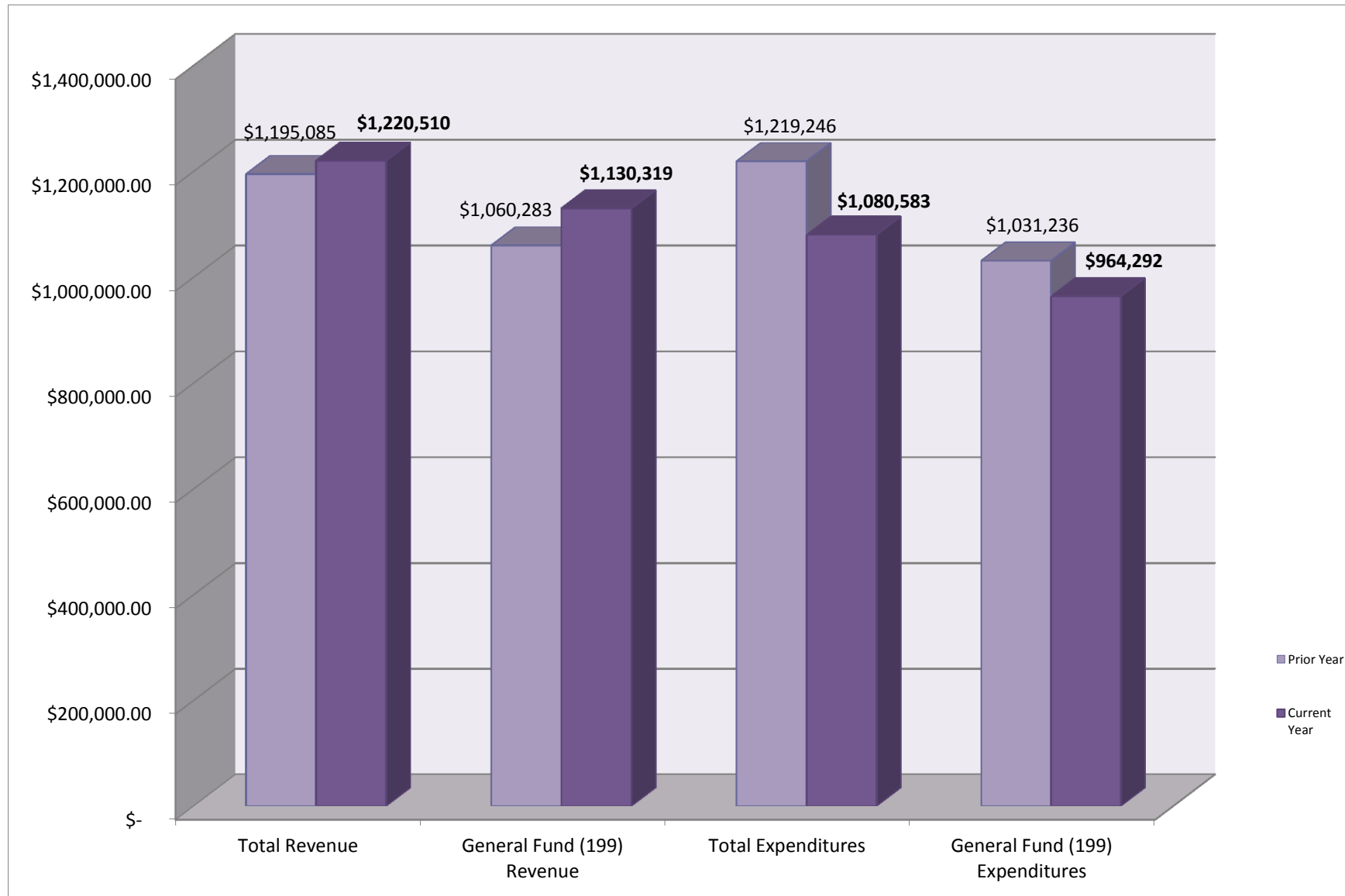
| <b><i>Prior FY 30 NOVEMBER, 2015</i></b> | <b><i>YTD Actual \$</i></b> |              |  |  | <b><i>Budget %</i></b> |
|--|-----------------------------|--------------|--|--|------------------------|
| Total Revenue                            | \$                          | 1,195,084.79 |  |  | 31.03%                 |
| General Fund (199) Revenue               | \$                          | 1,060,282.74 |  |  | 29.67%                 |
| Total Expenditures                       | \$                          | 1,219,246.14 |  |  | 31.18%                 |
| General Fund (199) Expenditures          | \$                          | 1,031,235.59 |  |  | 28.39%                 |

# Year to Date Budget Realization



\*as of November 30, 2016

# Actual Comparison of Current Year to Prior Year



\*as of November 30, 2016

**Avery Independent School District**  
**"Making A Difference in Education"**



**INVESTMENT REPORT AS OF 30 NOVEMBER 2016**

**INTEREST BEARING CHECKING ACCOUNTS - GUARANTY BANK & TRUST**

|   | Beginning Balance    | Rate  | Interest Earned | Ending Balance       |
|---|----------------------|-------|-----------------|----------------------|
| Avery ISD General Operating Fund (NOW Acct) | \$ 302,300.70        | 0.35% | \$ 89.20        | \$ 402,165.21        |
| Avery ISD Trust Fund (NOW Acct)             | \$ 6,485.83          | 0.35% | \$ 1.84         | \$ 5,888.67          |
| <b>TOTAL</b>                                | <b>\$ 308,786.53</b> |       | <b>\$ 91.04</b> | <b>\$ 408,053.88</b> |

**CERTIFICATES OF DEPOSIT - STATE BANK OF DEKALB (\*) & GUARANTY BOND BANK (+)**

| CD #         | Purchase Date | Principal Balance      | Rate   | Interest Earned YTD | Maturity | Term   |
|--------------|---------------|------------------------|--------|---------------------|----------|--------|
| #5920335 *   | 02/04/16      | \$ 120,393.68          | 0.750% | \$ 881.45           | 08/04/17 | 18 mo. |
| #5626772 *   | 07/21/16      | \$ 100,584.71          | 0.800% | \$ 202.82           | 07/21/18 | 24 mo. |
| #5920884 *   | 04/04/14      | \$ 115,300.19          | 0.650% | \$ 742.38           | 04/04/17 | 12 mo. |
| #5346994 *   | 07/21/16      | \$ 101,044.27          | 0.800% | \$ 203.75           | 07/21/18 | 24 mo. |
| #6208655 +   | 04/08/15      | \$ 100,441.69          | 0.880% | \$ 889.25           | 10/08/16 | 18 mo. |
| #6209941 +   | 01/05/16      | \$ 101,408.44          | 0.650% | \$ 495.62           | 01/05/17 | 12 mo. |
| #5927362     | 04/15/16      | \$ 115,000.00          | 0.700% | \$ 403.96           | 07/15/17 | 15 mo. |
| #6210228     | 02/15/16      | \$ 111,939.79          | 0.650% | \$ 547.09           | 02/15/17 | 12 mo. |
| #5175115     | 02/09/15      | \$ 95,365.69           | 1.150% | \$ 1,014.43         | 02/09/17 | 24 mo. |
| #5920241     | 01/28/16      | \$ 95,177.80           | 0.750% | \$ 659.37           | 07/28/17 | 18 mo. |
| #6208656 +   | 04/08/15      | \$ 100,577.40          | 1.150% | \$ 1,164.83         | 04/08/17 | 24 mo. |
| <b>TOTAL</b> |               | <b>\$ 1,157,233.66</b> |        | <b>\$ 7,204.95</b>  |          |        |

**STATE OF TEXAS INVESTMENT POOL ACCOUNTS**

|                     | Beginning Balance | Avg Yield | Interest Earned | Ending Balance |
|---------------------|-------------------|-----------|-----------------|----------------|
| LOGIC Class A Units | \$ 168,637.91     | 0.1637%   | \$ 115.91       | \$ 168,753.82  |
| TexStar Investments | \$ 124,461.55     | 0.1155%   | \$ 42.38        | \$ 124,503.93  |

**SELF-FUNDED RISK MANAGEMENT ACCOUNT - GUARANTY BANK & TRUST**

|                                   | Beginning Balance | Rate  | Interest Earned | Ending Balance |
|-----------------------------------|-------------------|-------|-----------------|----------------|
| Avery ISD Worker's Comp Risk Pool | \$ 10,250.40      | 0.35% | \$ 3.22         | \$ 10,253.62   |

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**CASH BALANCE AT 30 NOVEMBER 2016:** Interest \$ 7,457.50 **\$ 1,876,003.86**

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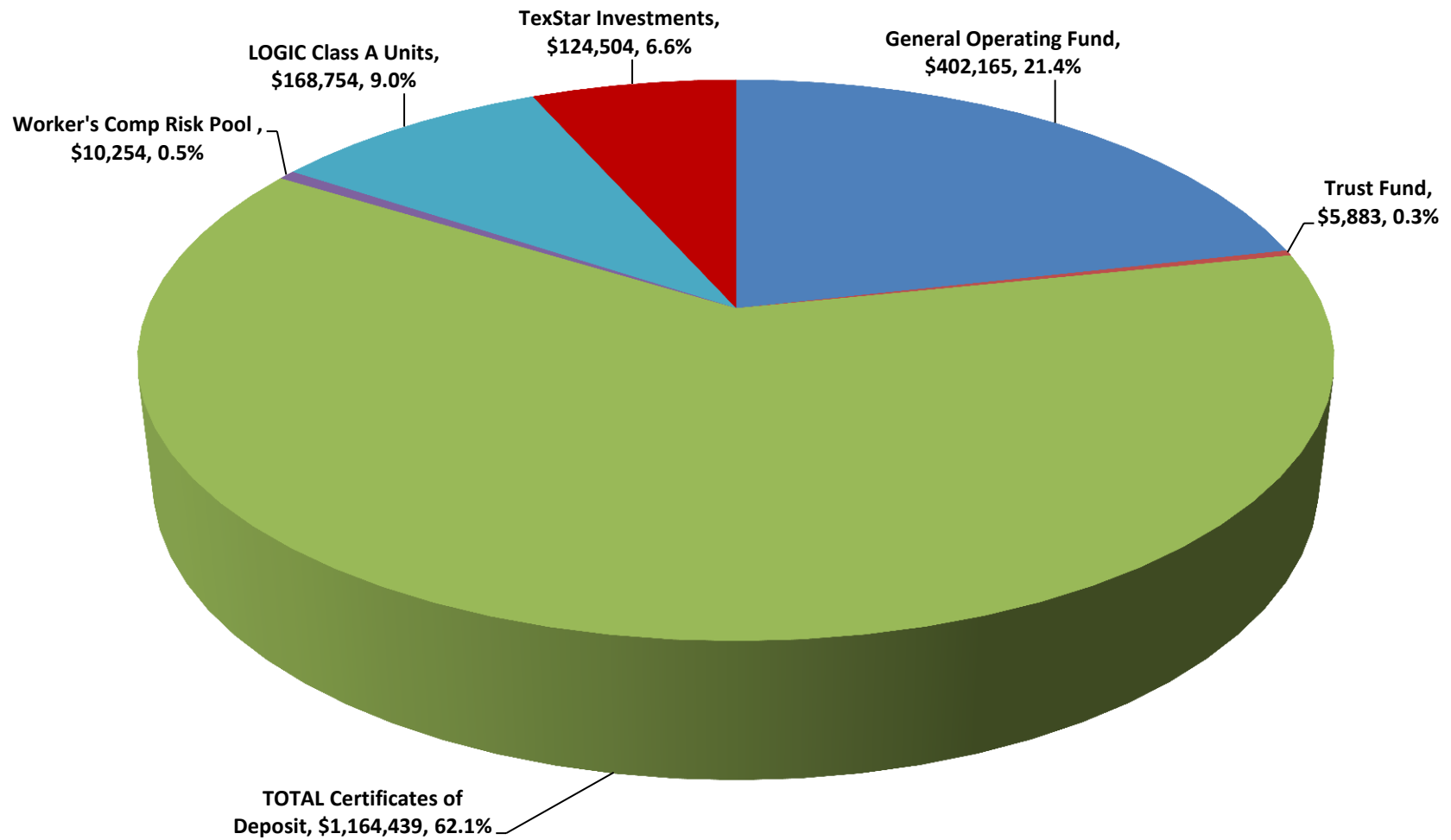
**Interest on Guaranty Bond Bank CD's will be credited quarterly.**

The undersigned approved Investment Officers of Avery ISD, hereby certify that the aforesated Investment Report represents the investment position of the district as of 30, November 2016, in compliance with the Board approved Investment Policy, the Public Funds Investment Act (PFIA) [Texas Government Code 2256], and Generally Accepted Accounting Principles (GAAP).

Kelly Burns Superintendent

Amanda Baird Director of Business Operations

# AVERY ISD Cash Accounts

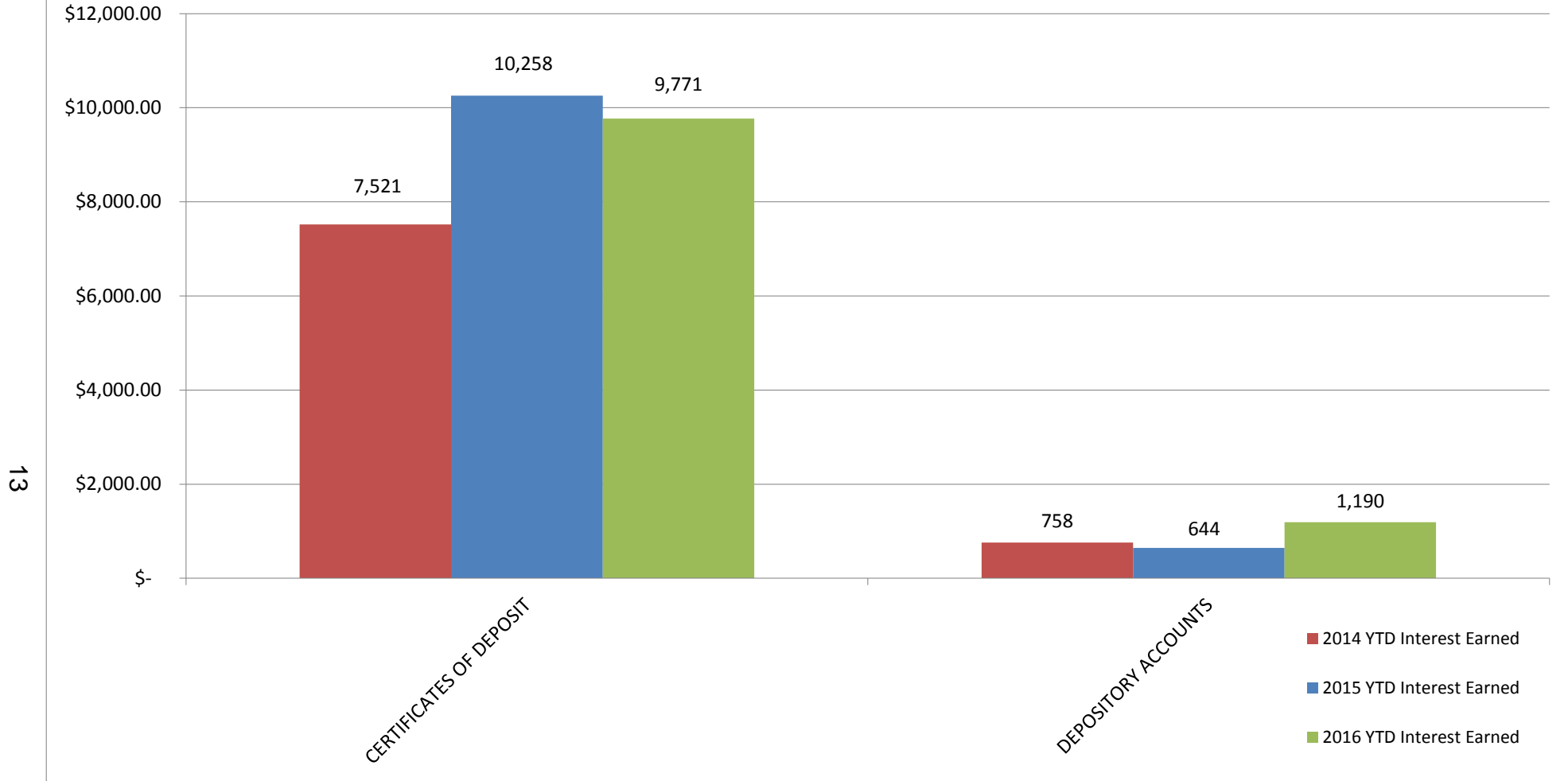


\*as of November 30, 2016

Total:

**\$ 1,876,004**

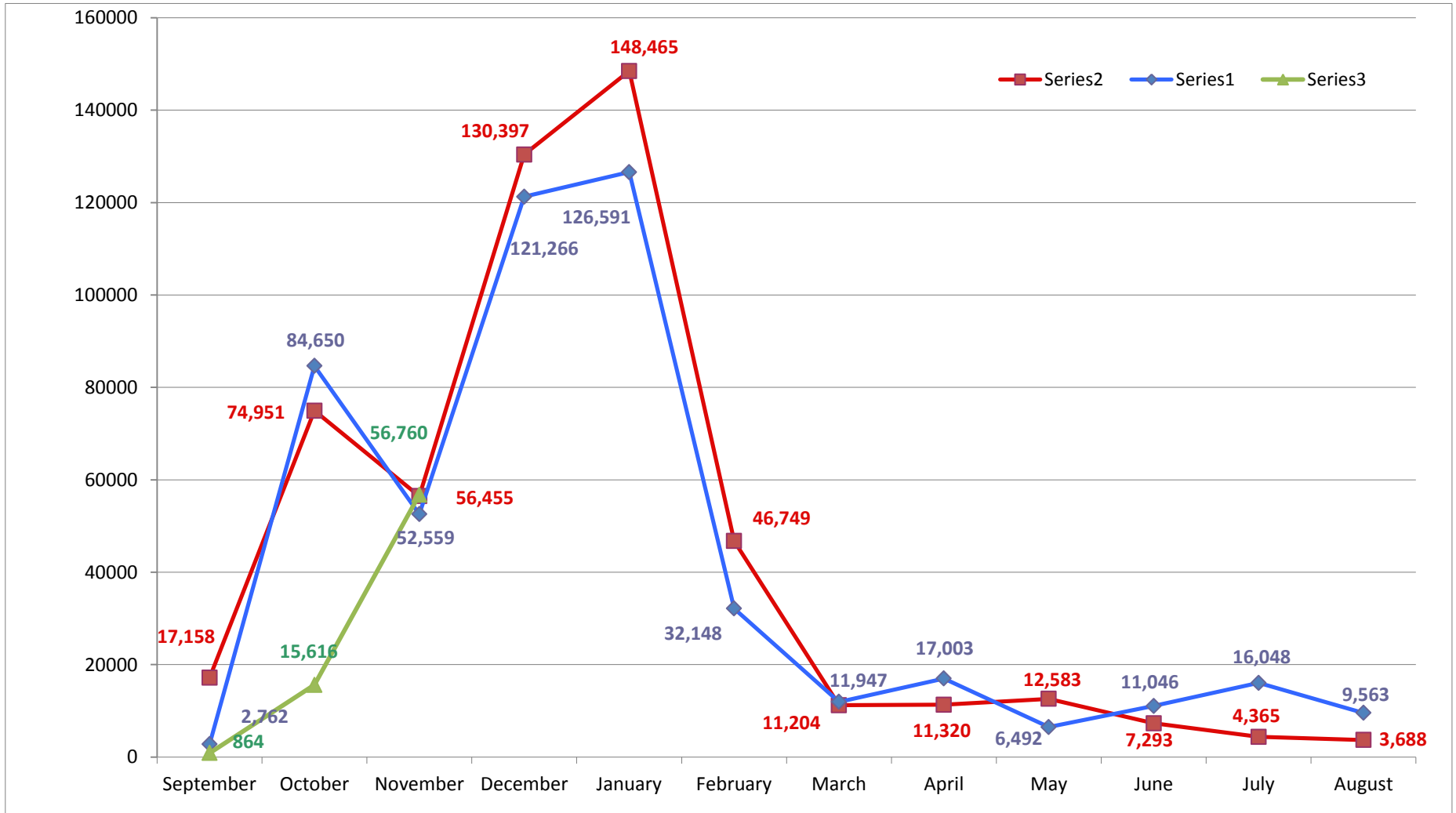
## YTD Interest Earned on CDs and Bank Accounts



**\*as of November 30, 2016**

|           |                               |                     |
|-----------|-------------------------------|---------------------|
| CY 2014   | Total CDs Interest Earned:    | <b>\$ 7,521.21</b>  |
| CY 2015   | Total CDs Interest Earned:    | <b>\$ 10,257.53</b> |
| CY 2016   | Total CDs Interest Earned:    | <b>\$ 9,770.74</b>  |
| 2014-2016 | CDs GRAND TOTAL               | <b>\$ 27,549.48</b> |
|           | CD & BANK INTEREST ACCT TOTAL | <b>\$ 30,141.81</b> |

## TAX COLLECTIONS BY MONTH



\*as of November 30, 2016

**YTD TOTALS AS OF NOVEMBER 2016 BY FY**

|                            |                      |
|----------------------------|----------------------|
| <b>FINAL FY 2015</b>       | <b>\$ 524,625.95</b> |
| <b>FINAL FY 2016</b>       | <b>\$ 492,075.59</b> |
| <b>As of NOVEMBER 2016</b> | <b>\$ 73,240.64</b>  |

## For the Month of November

| Check Nbr                      | Trans Date | Payee                    | PO Nbr | Invoice Nbr   | Fnd-Fnc-Obj.So-Org-Prog   | Reason                        | Amount          | EFT |
|--------------------------------|------------|--------------------------|--------|---------------|---------------------------|-------------------------------|-----------------|-----|
|                                |            | COCA COLA REFRESHM       |        | 0661102107    | 240-35-6341.00-999-799000 | PRIOR YEAR CREDIT 6/15        | -636.44         | N   |
| 001169                         | 11-04-2016 | CHRISTY WILLIAMS         | 152579 |               | 865-00-2190.06-001-700000 | SUPPLIES FOR CHEER SIGNS      | 17.02           | N   |
| 001170                         | 11-04-2016 | PETTY CASHIER            | 152580 |               | 865-00-2190.02-001-700000 | BEST OF SHOW                  | 100.00          | N   |
| 001171                         | 11-04-2016 | CAPITAL ONE              | 152581 | ACCT          | 865-00-2190.14-001-700000 | 11/2/16 COMFORT SUITES NACO   | 173.74          | N   |
| 001172                         | 11-04-2016 | NATIONAL FFA             | 152582 | INV MDS-70844 | 865-00-2190.14-001-700000 | STUDENT FFA JACKETS & SCARF   | 223.50          | N   |
| 001173                         | 11-04-2016 | CAPITAL ONE              | 152583 | QTE16006424   | 461-36-6399.05-001-799000 | 11/4/16 PRO-TUFF DECALS-SHIRT | 757.88          | N   |
| 001174                         | 11-04-2016 | CAPITAL ONE              | 152584 |               | 461-36-6399.10-101-799000 | 10052016 WALLY'S PARTY FACTO  | 40.19           | N   |
|                                |            |                          | 152584 | DALLAS        | 461-36-6399.10-101-799000 | 10062016 GET WELL ADDY HILLIS | 37.76           | N   |
|                                |            |                          | 152584 |               | 461-36-6399.10-101-799000 | 10272016 WALMART-CARDSTOCK    | 36.38           | N   |
| <b>Totals for Check 001174</b> |            |                          |        |               |                           |                               | <b>114.33</b>   |     |
| 001175                         | 11-29-2016 | AFLAC                    | DEDCH  |               | 863-00-2153.00-025-700000 | NOV DED HEALTH INSURANCE      | 312.06          | N   |
| 001175                         | 11-04-2016 | CAPITAL ONE              | 152585 |               | 461-36-6399.13-101-799000 | 10/25/16 AVERY P.O.-STAMPS    | 37.60           | N   |
| 001176                         | 11-29-2016 | ATPE                     | DEDCH  |               | 863-00-2159.00-019-700000 | NOV DED UNION DUES            | 54.24           | N   |
| 001176                         | 11-09-2016 | CAPITAL ONE              | 152586 |               | 461-36-6399.05-001-799000 | 11/07/16DAIRY QUEEN-2ND PLC   | 30.12           | N   |
| 001177                         | 11-09-2016 | CAPITAL ONE              | 152587 |               | 461-36-6399.05-001-799000 | 11/08/16 SONIC-DRINKS/3RD PLC | 6.80            | N   |
| 001177                         | 11-29-2016 | CENTRAL UNITED LIFE I    | DEDCH  |               | 863-00-2153.00-026-700000 | NOV DED HEALTH INSURANCE      | 105.94          | N   |
| 001178                         | 11-29-2016 | COLONIAL LIFE & ACCID    | DEDCH  |               | 863-00-2153.00-115-700000 | NOV DED HEALTH INSURANCE      | 466.46          | N   |
|                                |            |                          | DEDCH  |               | 863-00-2153.00-116-700000 | NOV DED HEALTH INSURANCE      | 849.32          | N   |
| <b>Totals for Check 001178</b> |            |                          |        |               |                           |                               | <b>1,315.78</b> |     |
| 001178                         | 11-09-2016 | DANIEL PRITCHETT         | 152588 |               | 461-36-6399.05-001-799000 | 11/09/16 FRONT ST JUNC-1ST AR | 87.65           | N   |
| 001179                         | 11-29-2016 | KCL GROUP BENEFITS       | DEDCH  |               | 863-00-2153.00-042-700000 | NOV DED HEALTH INSURANCE      | 2,440.29        | N   |
| 001179                         | 11-11-2016 | SOUTHWESTERN EXPO        | 152589 |               | 865-00-2190.14-001-700000 | LIVESTOCK ENTRY FEES          | 1,230.00        | N   |
| 001180                         | 11-29-2016 | NTALife Business Service | DEDCH  |               | 863-00-2153.00-010-700000 | NOV DED HEALTH INSURANCE      | 223.88          | N   |
| 001180                         | 11-29-2016 | RIVERCREST ISD           | 152590 |               | 461-36-6399.11-041-799000 | MS UIL MEALS ON 12/2/16       | 277.00          | N   |
| 001181                         | 11-29-2016 | PRE-PAID LEGAL SERVI     | DEDCH  |               | 863-00-2159.00-110-700000 | NOV DED MISCELLANEOUS DED     | 107.60          | N   |
| 001181                         | 11-29-2016 | ROCKIN K ROSE BOUTI      | 152591 | 237           | 461-36-6399.08-001-799000 | ROSES-VOLLEYBALL PLAYOFFS     | 75.00           | N   |
| 001182                         | 11-29-2016 | SAN ANTONIO LIVESTO      | 152592 |               | 865-00-2190.14-001-700000 | LIVESTOCK y AG MECH ENTRY     | 334.00          | N   |
| 001182                         | 11-29-2016 | SUPERIOR VISION SRVS     | DEDCH  |               | 863-00-2153.00-020-700000 | NOV DED HEALTH INSURANCE      | 535.36          | N   |
| 001183                         | 11-29-2016 | SAN ANGELO STOCK SH      | 152593 |               | 865-00-2190.14-001-700000 | LIVESTOCK & AG MECH ENTRIES   | 357.00          | N   |
| 001183                         | 11-29-2016 | TEXAS CLASSROOM TE       | DEDCH  |               | 863-00-2159.00-032-700000 | NOV DED MISCELLANEOUS DED     | 207.84          | N   |
| 001184                         | 11-29-2016 | NATIONAL FFA             | 152594 | MDS-74085     | 865-00-2190.14-001-700000 | TWO WOMEN'S TAILORED FFA JA   | 165.00          | N   |
| 001184                         | 11-29-2016 | TRANSAMERICA LIFE C      | DEDCH  |               | 863-00-2153.00-011-700000 | NOV DED LIFE INSURANCE        | 161.26          | N   |
| 001185                         | 11-29-2016 | HOUSTON LIVESTOCK S      | 152595 |               | 865-00-2190.14-001-700000 | LIVESTOCK & AG MECH ENTRIES   | 661.00          | N   |
| 001185                         | 11-29-2016 | UNUM LIFE INS CO OF A    | DEDCH  |               | 863-00-2159.00-076-700000 | NOV DED INCOME REPLACEMEN     | 1,433.88        | N   |

## For the Month of November

| Check Nbr | Check Date | Payee               | PO Nbr | Invoice Nbr  | Fnd-Fnc-Obj.So-Org-Prog   | Reason                         | Amount          | EFT |
|-----------|------------|---------------------|--------|--------------|---------------------------|--------------------------------|-----------------|-----|
| 001186    | 11-29-2016 | ELK MEADOW GAME RA  | 152596 |              | 865-00-2190.07-001-700000 | DEPOSIT ON FACILITY FOR PRO    | 250.00          | N   |
| 001186    | 11-29-2016 | UNUM LIFE INSURANCE | DEDCH  |              | 863-00-2153.00-028-700000 | NOV DED LIFE INSURANCE         | 1,271.62        | N   |
| 001187    | 11-30-2016 | RIVERCREST ISD      | 152597 |              | 461-36-6399.10-101-799000 | UIL LUNCHES                    | 298.00          | N   |
| 001188    | 12-05-2016 | SPIRIT MONKEY       | 152598 | STMT 31431   | 461-36-6399.10-101-799000 | SPIRIT MONKEY FUNDRAISER       | 1,975.00        | N   |
| 002211    | 11-03-2016 | AEP/SWEPKO          | 022231 | 96921495303  | 199-51-6259.03-999-799000 | NOV. 2016                      | 5,486.70        | N   |
| 002212    | 11-03-2016 | BRAIN POP LLC       | 022428 | US149373     | 199-11-6499.00-041-711000 | curriculum                     | 220.00          | N   |
| 002213    | 11-03-2016 | BROTHERS PRODUCE I  | 022372 | 2184474      | 240-35-6341.00-999-799000 | produce order                  | 129.42          | N   |
| 002214    | 11-03-2016 | KELLY BURNS         | 022473 | NEW BOSTON   | 199-41-6411.00-701-799000 | TRAVEL MILEAGE                 | 125.71          | N   |
|           |            |                     | 022473 | VB MT VERNON | 199-41-6411.00-701-799000 | TRAVEL MILEAGE                 | 127.87          | N   |
|           |            |                     |        | TRAVEL       | 199-41-6411.00-701-799000 | DID NOT GO TO YELLOW           | -13.35          | N   |
|           |            |                     |        |              |                           | <b>Totals for Check 002214</b> | <b>240.23</b>   |     |
| 002215    | 11-03-2016 | JOYCE BUTLER        | 022448 | CAKE         | 199-41-6499.01-702-799000 | BOARD MEAL EXPENSES            | 25.00           | N   |
| 002216    | 11-03-2016 | COREY CALICOTT      | 022461 | 10222016     | 183-36-6219.17-001-791000 | vb official                    | 210.00          | N   |
| 002217    | 11-03-2016 | CDW GOVERNMENT, IN  | 022364 | FSQ0361      | 199-11-6399.00-001-711000 | Calculators                    | 297.00          | N   |
|           |            |                     | 022364 | FSQ0361      | 199-11-6399.36-001-711000 | Calculators                    | 500.00          | N   |
|           |            |                     | 022324 | FND8970      | 199-11-6399.84-001-711000 | TECH SUPPLIES                  | 286.99          | N   |
|           |            |                     | 022324 | FND8970      | 199-11-6399.84-041-711000 | TECH SUPPLIES                  | 219.30          | N   |
|           |            |                     | 022324 | FNX7144      | 199-11-6399.84-101-711000 | TECH SUPPLIES                  | 292.60          | N   |
|           |            |                     | 022382 | FRJ2693      | 199-23-6395.00-001-711000 | HS TV CABLES                   | 70.28           | N   |
|           |            |                     | 022382 | FRL9709      | 199-23-6395.00-001-711000 | HS TV CABLES                   | 8.67            | N   |
|           |            |                     | 022324 | FNS6207      | 199-51-6319.01-999-799000 | TECH SUPPLIES                  | 50.28           | N   |
|           |            |                     | 022324 | FNS6207      | 199-53-6399.03-750-799000 | TECH SUPPLIES                  | 52.76           | N   |
|           |            |                     |        |              |                           | <b>Totals for Check 002217</b> | <b>1,777.88</b> |     |
| 002218    | 11-03-2016 | CHARLES WALTLMON    | 022422 | 10112016     | 183-36-6219.17-001-791000 | vb official                    | 100.00          | N   |
| 002219    | 11-03-2016 | CITY OF AVERY       | 022234 | 98           | 199-51-6259.01-999-799000 | NOV. 2016 WATER                | 270.15          | N   |
|           |            |                     | 022234 | 98           | 199-51-6259.01-999-799000 | NOV. 20016 SEWAGE              | 404.50          | N   |
|           |            |                     |        |              |                           | <b>Totals for Check 002219</b> | <b>674.65</b>   |     |
| 002220    | 11-03-2016 | CLARKSVILLE TIMES   | 022475 | 10272016     | 199-41-6499.00-750-799000 | FINANCIAL POSTING              | 59.85           | N   |
|           |            |                     | 022475 | 10272016     | 199-41-6499.00-750-799000 | FINANCIAL POSTING              | 59.85           | N   |
|           |            |                     | 022475 | 10272016     | 199-41-6499.00-750-799000 | SUBSCRIPTION                   | 34.00           | N   |
|           |            |                     |        |              |                           | <b>Totals for Check 002220</b> | <b>153.70</b>   |     |
| 002221    | 11-03-2016 | DANIEL PRITCHETT    | 022305 | MEALS        | 199-23-6411.00-001-711000 | Lamar 11/13-11/15              | 72.00           | N   |
|           |            |                     | 022305 | MEALS        | 199-23-6411.00-041-711000 | Lamar 11/13-11/15              | 30.00           | N   |
|           |            |                     |        |              |                           | <b>Totals for Check 002221</b> | <b>102.00</b>   |     |
| 002222    | 11-03-2016 | DEANA VAN STORY     | 022452 | 10242016     | 183-36-6219.17-001-791000 | vb official                    | 98.35           | N   |
| 002223    | 11-03-2016 | DEBRA MATTHEWS      | 022423 | 10112016     | 183-36-6219.17-001-791000 | vb official                    | 157.24          | N   |
| 002224    | 11-03-2016 | DEE DEE THOMPSON    | 022456 | JH DIS       | 183-36-6219.17-001-791000 | vb official                    | 245.00          | N   |
| 002225    | 11-03-2016 | MARY DURHAM         | 022447 | LUNCH REFUND | 240-35-6499.00-999-799000 | STUDENT W/D LUCH MONEY REF     | 11.90           | N   |

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| Check Nbr                      | Check Date | Payee                | PO Nbr | Invoice Nbr   | Fnd-Fnc-Obj.So-Org-Prog   | Reason                       | Amount          | EFT |
|--------------------------------|------------|----------------------|--------|---------------|---------------------------|------------------------------|-----------------|-----|
| 002226                         | 11-03-2016 | MATTHEW HANNA        | 022451 | 10242016      | 183-36-6219.17-001-791000 | vb official                  | 87.82           | N   |
|                                |            |                      | 022450 | 10202016      | 183-36-6219.17-001-791000 | vb official                  | 87.82           | N   |
|                                |            |                      | 022459 | 10222016      | 183-36-6219.17-001-791000 | vb official                  | 262.82          | N   |
|                                |            |                      | 022425 | RIVERCREST/A  | 183-36-6219.17-001-791000 | vb official                  | 117.82          | N   |
| <b>Totals for Check 002226</b> |            |                      |        |               |                           |                              | <b>556.28</b>   |     |
| 002227                         | 11-03-2016 | HEARTLAND            | 022443 | REC0000015173 | 240-35-6499.00-999-799000 | annual                       | 338.50          | N   |
| 002228                         | 11-03-2016 | INTERNATIONAL FOCUS  | 022470 | 15790         | 199-41-6499.00-750-799000 | BOOKS K BURNS                | 65.00           | N   |
| 002229                         | 11-03-2016 | INTREPID SPORTSWEA   | 022420 | 1014233       | 183-36-6399.00-001-791000 | uniform                      | 114.00          | N   |
| 002230                         | 11-03-2016 | J & D CUSTOM         | 022446 | 10272016      | 199-51-6299.00-999-799000 | REPAIR HAND RAIL             | 85.00           | N   |
| 002231                         | 11-03-2016 | RICHARD A. LANDIS    | 022455 | MILEAGE BUS   | 199-34-6411.00-999-799000 | mileage reimbursement        | 179.28          | N   |
| 002232                         | 11-03-2016 | MARLIN BUSINESS BAN  | 022471 | 14485225      | 199-23-6249.00-001-711000 | DISTRICT COPIER/PRINTER LEAS | 508.52          | N   |
|                                |            |                      | 022471 | 14485225      | 199-23-6249.00-041-711000 | DISTRICT COPIER/PRINTER LEAS | 508.50          | N   |
|                                |            |                      | 022471 | 14485225      | 199-23-6249.00-101-711000 | DISTRICT COPIER/PRINTER LEAS | 508.50          | N   |
|                                |            |                      | 022471 | 14485225      | 199-41-6249.00-750-799000 | DISTRICT COPIER/PRINTER LEAS | 508.50          | N   |
| <b>Totals for Check 002232</b> |            |                      |        |               |                           |                              | <b>2,034.02</b> |     |
| 002233                         | 11-03-2016 | MASTER AUDIO VISUAL  | 022347 | 18340         | 199-11-6399.84-001-711000 | REPLACEMENT PROJECTORS       | 727.33          | N   |
|                                |            |                      | 022347 | 18340         | 199-11-6399.84-041-711000 | REPLACEMENT PROJECTORS       | 727.33          | N   |
|                                |            |                      | 022347 | 18340         | 199-11-6399.84-101-711000 | REPLACEMENT PROJECTORS       | 213.34          | N   |
| <b>Totals for Check 002233</b> |            |                      |        |               |                           |                              | <b>1,668.00</b> |     |
| 002234                         | 11-03-2016 | Nicky's Folders      | 022391 | P33186        | 199-11-6399.00-101-711000 | Homework Folders             | 125.00          | N   |
| 002235                         | 11-03-2016 | BRANDON OATS         | 022453 | 10252016      | 183-36-6219.17-001-791000 | vb official                  | 98.07           | N   |
|                                |            |                      | 022449 | 10202016      | 183-36-6219.17-001-791000 | vb official                  | 108.07          | N   |
| <b>Totals for Check 002235</b> |            |                      |        |               |                           |                              | <b>206.14</b>   |     |
| 002236                         | 11-03-2016 | RIVER VALLEY SHREDDI | 022237 | 785           | 199-23-6249.00-001-711000 | NOV. 2016                    | 18.75           | N   |
|                                |            |                      | 022237 | 785           | 199-23-6249.00-041-711000 | NOV 2016                     | 18.75           | N   |
|                                |            |                      | 022237 | 785           | 199-23-6249.00-101-711000 | NOV 2016                     | 18.75           | N   |
|                                |            |                      | 022237 | 785           | 199-41-6249.04-750-799000 | NOV 2016                     | 18.75           | N   |
| <b>Totals for Check 002236</b> |            |                      |        |               |                           |                              | <b>75.00</b>    |     |
| 002237                         | 11-03-2016 | ROBERT C. EDWARDS    | 022421 | 10182016      | 183-36-6219.17-001-791000 | vb official                  | 135.64          | N   |
| 002238                         | 11-03-2016 | RONNY HERRON         | 022463 | JH TOURNEY    | 183-36-6219.17-001-791000 | vb official                  | 270.92          | N   |
| 002239                         | 11-03-2016 | SAM'S CLUB DIRECT    | 022476 | 0402278920327 | 199-23-6499.00-001-711000 | YEARLY CARD FEE/MEMBERSHIP   | 15.00           | N   |
|                                |            |                      | 022476 | 0402278920327 | 199-34-6499.00-999-799000 | YEARLY CARD FEE/MEMBERSHIP   | 7.50            | N   |
|                                |            |                      | 022476 | 0402278920327 | 199-41-6499.00-750-799000 | YEARLY CARD FEE/MEMBERSHIP   | 110.00          | N   |
|                                |            |                      | 022476 | 0402278920327 | 199-51-6499.00-999-799000 | YEARLY CARD FEE/MEMBERSHIP   | 7.50            | N   |
| <b>Totals for Check 002239</b> |            |                      |        |               |                           |                              | <b>140.00</b>   |     |
| 002240                         | 11-03-2016 | SAUL DELATORRE       | 022468 | TROPHY CASES  | 199-51-6299.00-999-799000 | painting                     | 1,512.74        | N   |
| 002241                         | 11-03-2016 | SCOTTISH RITE HOSPIT | 022312 | IT00005492    | 199-11-6399.00-101-730000 | Dyslexia Curriculum          | 590.00          | N   |
| 002242                         | 11-03-2016 | SHARE CORP.          | 022444 | 959961        | 199-51-6319.01-999-799000 | supply                       | 1,039.47        | N   |
|                                |            |                      | 022444 | 960167        | 199-51-6319.01-999-799000 | supply                       | 248.09          | N   |
| <b>Totals for Check 002242</b> |            |                      |        |               |                           |                              | <b>1,287.56</b> |     |

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|--------------------------------|------------|-------------------|--------|----------------|---------------------------|-------------------------------|---------------|-----|
| 002243                         | 11-03-2016 | TERRY BARBER      | 022462 | 10222016       | 183-36-6219.17-001-791000 | vb official                   | 210.00        | N   |
| 002244                         | 11-03-2016 | TEXAS INSTRUMENTS | 022427 | 753584         | 199-11-6399.36-001-711000 | PO Created by Req: 012811     | 76.79         | N   |
|                                |            |                   | 022427 | 753584         | 199-11-6399.82-001-711000 | PO Created by Req: 012811     | 98.06         | N   |
| <b>Totals for Check 002244</b> |            |                   |        |                |                           |                               | <b>174.85</b> |     |
| 002245                         | 11-03-2016 | WENDY ORDORICA    | 022460 | 10222016       | 183-36-6219.17-001-791000 | vb official                   | 205.92        | N   |
|                                |            |                   | 022454 | 10252016       | 183-36-6219.17-001-791000 | vb official                   | 92.40         | N   |
| <b>Totals for Check 002245</b> |            |                   |        |                |                           |                               | <b>298.32</b> |     |
| 002246                         | 11-03-2016 | KEITH WESTBROOK   | 022457 | 11/1-11/2      | 199-11-6411.71-001-722000 | Reg. Wildlife                 | 72.00         | N   |
| 002247                         | 11-11-2016 | DANIEL PRITCHETT  | 022484 | MILEAGE        | 199-23-6411.00-001-711000 | Mileage Reimburse             | 203.91        | N   |
| 002248                         | 11-11-2016 | Audrey Shumate    | 022486 | MEALS LAMAR    | 199-23-6411.00-101-711000 | Per diem Lamar                | 108.00        | N   |
| 002249                         | 11-17-2016 | PETTY CASHIER     | 022521 | THANKSGIVING   | 240-35-6499.00-999-799000 | cafet/cash                    | 200.00        | N   |
| 002250                         | 11-18-2016 | SAUL DELATORRE    | 022522 | REPAIRS        | 199-51-6299.00-999-799000 | repair                        | 1,050.00      | N   |
| 002251                         | 11-23-2016 | CAPITAL ONE       | 022348 | BIG DADDY'S    | 183-36-6399.00-001-791000 | FOOD FOR UIL MEETING 10/5     | 27.63         | N   |
|                                |            |                   | 022348 | FAMILY DOLLAR  | 183-36-6399.00-001-791000 | FOOD FOR UIL MEETING 10/5     | 11.95         | N   |
|                                |            |                   | 022369 | HIGHLANDER     | 183-36-6411.00-001-791000 | UIL Meeting Appeal            | 89.00         | N   |
|                                |            |                   | 022369 | HIGHLANDER     | 183-36-6411.00-001-791000 | UIL Meeting Appeal            | 102.35        | N   |
|                                |            |                   |        | 566448         | 183-36-6411.00-001-791000 | RM REFUND OVERCHARGES         | -102.35       | N   |
|                                |            |                   | 022464 | BRAUMS VBALL   | 183-36-6412.00-001-791000 | student meals volleyball      | 150.83        | N   |
|                                |            |                   | 022418 | BEST WESTERN   | 183-36-6412.00-001-791000 | rooms for meet                | 1,219.19      | N   |
|                                |            |                   | 022418 | CHICK FIL A    | 183-36-6412.00-001-791000 | rooms for meet                | 185.30        | N   |
|                                |            |                   | 022418 | TGI FRIDAY     | 183-36-6412.00-001-791000 | rooms for meet                | 333.15        | N   |
|                                |            |                   | 022418 | MCALISTERS     | 183-36-6412.00-001-791000 | rooms for meet                | 215.57        | N   |
|                                |            |                   |        | 10282016       | 183-36-6412.00-001-791000 | HOTEL REFUND TAX              | -73.02        | N   |
|                                |            |                   | 022431 | TX GIRLS       | 183-36-6499.00-001-791000 | membership dues               | 182.50        | N   |
|                                |            |                   | 022400 | TEACHERS PAY   | 199-11-6321.00-101-711000 | Writing Curriculum            | 146.45        | N   |
|                                |            |                   | 022398 | HD CABINETS    | 199-11-6339.71-101-711000 | Cabinets                      | 158.77        | N   |
|                                |            |                   | 022398 | HD CABINETS    | 199-11-6339.71-101-711000 | Cabinets                      | 110.00        | N   |
|                                |            |                   |        | 65660001379262 | 199-11-6339.71-101-711000 | WRONG CABINETS                | -110.00       | N   |
|                                |            |                   | 022338 | SCAN TRON      | 199-11-6399.00-001-730000 | Benchamrk Test Data           | 108.89        | N   |
|                                |            |                   | 022339 | B & N BOOKS    | 199-11-6399.00-001-730000 | Rtl Committee Book Study      | 71.09         | N   |
|                                |            |                   | 022532 | 1230925        | 199-11-6399.00-001-730000 | OSMO                          | 189.00        | N   |
|                                |            |                   | 022339 | B & N BOOKS    | 199-11-6399.00-041-730000 | Rtl Committee Book Study      | 47.41         | N   |
|                                |            |                   | 022310 | BOOKS W/TARA   | 199-11-6399.00-101-730000 | Reading books                 | 9.15          | N   |
|                                |            |                   | 022310 | BOOKS W/TARA   | 199-11-6399.00-101-730000 | Reading books                 | 58.16         | N   |
|                                |            |                   | 022310 | BOOKS W/TARA   | 199-11-6399.00-101-730000 | Reading books                 | 24.44         | N   |
|                                |            |                   | 022310 | BOOKS W/TARA   | 199-11-6399.00-101-730000 | Reading books                 | 99.48         | N   |
|                                |            |                   | 022310 | BOOKS W/TARA   | 199-11-6399.00-101-730000 | Reading books                 | 26.48         | N   |
|                                |            |                   | 022432 | WALMART HS     | 199-11-6399.01-001-711000 | SEM Crochet Cluster           | 37.76         | N   |
|                                |            |                   | 022303 | PARTIAL        | 199-11-6399.08-001-711000 | Art Supplies                  | 22.49         | N   |
|                                |            |                   | 022433 | DICK BLICK HS  | 199-11-6399.08-001-711000 | misc art supplies as attached | 482.97        | N   |
|                                |            |                   | 022303 | ON STATEMENT   | 199-11-6399.08-001-711000 | Art Supplies                  | 95.28         | N   |
|                                |            |                   | 022363 | BARNES &       | 199-11-6399.36-001-711000 | Math/Science TMSCA/UIL Mat    | 64.31         | N   |
|                                |            |                   | 022394 | UIL ONLINE HS  | 199-11-6399.36-001-711000 | UIL Materials                 | 48.00         | N   |

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|-----------|------------|--------------------|--------|----------------|---------------------------|--------------------------------|-----------------|-----|
|           |            |                    | 022345 | UIL            | 199-11-6399.36-041-711000 | UIL materials                  | 15.00           | N   |
|           |            |                    | 022345 | HEXCO          | 199-11-6399.36-041-711000 | UIL materials                  | 205.50          | N   |
|           |            |                    | 022403 | 20325637       | 199-11-6399.82-001-711000 | PO Created by Req: 012777      | 229.84          | N   |
|           |            |                    | 022403 | 2033487        | 199-11-6399.82-001-711000 | PO Created by Req: 012777      | 39.60           | N   |
|           |            |                    | 022285 | HAMPTON INN    | 199-11-6411.00-101-711000 | Dyslexia Conference            | 237.62          | N   |
|           |            |                    | 022458 | COMFORT        | 199-11-6411.71-001-722000 | Reg Wildlige Nov 1-2           | 82.39           | N   |
|           |            |                    | 022405 | MAGAZINES      | 199-12-6329.00-001-711000 | Library magazine Subscriptions | 295.19          | N   |
|           |            |                    | 022533 | DAVE'S         | 199-34-6249.22-999-799000 | MAINT/TRANS PURCHASES          | 450.00          | N   |
|           |            |                    | 022533 | 11/2 MEALS BUS | 199-34-6411.00-999-799000 | MAINT/TRANS PURCHASES          | 51.22           | N   |
|           |            |                    | 022351 | 2 NIGHTS KB    | 199-41-6411.00-701-799000 | HOTEL                          | 360.50          | N   |
|           |            |                    | 022385 | DEGRAY FALL    | 199-41-6411.00-701-799000 | SUPT. TRAVEL                   | 305.82          | N   |
|           |            |                    |        |                | 199-41-6411.00-701-799000 | SHERATON GEORGETOWN 10/21      | -10.14          | N   |
|           |            |                    |        |                | 199-41-6411.00-701-799000 | SHERATON GEORGETOWN 10/21      | -9.54           | N   |
|           |            |                    | 022331 | VINTAGE        | 199-41-6499.00-750-799000 | BOARD APPRECIATION             | 360.00          | N   |
|           |            |                    | 022478 | MICROWAVE      | 199-41-6499.00-750-799000 | MICROWAVE/TV                   | 323.00          | N   |
|           |            |                    | 022477 | MEALS NB       | 199-41-6499.00-750-799000 | LEADER TRAINING MEAL           | 45.00           | N   |
|           |            |                    | 022412 | SURVEY         | 199-41-6499.00-750-799000 | SURVEY PROGRAM                 | 250.00          | N   |
|           |            |                    | 022258 | RIO BOARD      | 199-41-6499.01-702-799000 | BOARD MEAL 9/15                | 73.43           | N   |
|           |            |                    | 022533 | FAMILY\$\$     | 199-51-6319.00-999-799000 | MAINT/TRANS PURCHASES          | 14.20           | N   |
|           |            |                    | 022406 | HD 10/16       | 199-51-6319.01-999-799000 | parts                          | 93.82           | N   |
|           |            |                    | 022380 | LADDER/LOCKS   | 199-51-6319.01-999-799000 | MAINT. LADDER                  | 138.71          | N   |
|           |            |                    | 022380 | TOOLS HD       | 199-51-6319.01-999-799000 | CAFE/MAINT.                    | 66.67           | N   |
|           |            |                    | 022533 | HOME DEPOT     | 199-51-6319.01-999-799000 | MAINT/TRANS PURCHASES          | 185.68          | N   |
|           |            |                    |        | 65660001460922 | 199-51-6319.01-999-799000 | WRONG LOCKS                    | -29.19          | N   |
|           |            |                    | 022478 | MICROWAVE      | 240-35-6499.00-999-799000 | MICROWAVE/TV                   | 130.00          | N   |
|           |            |                    |        |                |                           | <b>Totals for Check 002251</b> | <b>7,936.55</b> |     |
| 002252    | 11-23-2016 | WEX BANK           | 022535 | NOV FUEL 2016  | 183-36-6411.00-001-791000 | TRAVEL FUEL PURCHASES          | 44.79           | N   |
|           |            |                    | 022535 | NOV FUEL 2016  | 199-23-6411.00-001-711000 | 14.28                          | 14.28           | N   |
|           |            |                    | 022535 | NOV FUEL 2016  | 199-23-6411.00-041-711000 | TRAVEL FUEL PURCHASES          | 14.28           | N   |
|           |            |                    | 022535 | NOV FUEL 2016  | 199-23-6411.00-101-711000 | TRAVEL FUEL PURCHASES          | 14.30           | N   |
|           |            |                    | 022535 | NOV FUEL 2016  | 199-34-6311.01-999-799000 | TRAVEL FUEL PURCHASES          | 92.70           | N   |
|           |            |                    | 022535 | NOV FUEL 2016  | 199-41-6499.00-750-799000 | TRAVEL FUEL PURCHASES          | 89.00           | N   |
|           |            |                    |        |                |                           | <b>Totals for Check 002252</b> | <b>269.35</b>   |     |
| 002253    | 11-23-2016 | ALLEN LUMBER CO    | 022442 | 00000055       | 199-51-6319.01-999-799000 | 10/14 CULVERT                  | 387.00          | N   |
|           |            |                    | 022442 | 00000055       | 199-51-6319.01-999-799000 | 9/30 KEYS                      | 4.50            | N   |
|           |            |                    |        |                |                           | <b>Totals for Check 002253</b> | <b>391.50</b>   |     |
| 002254    | 11-23-2016 | ATMOS              | 022271 | 3039502545     | 199-51-6259.04-999-799000 | NOV. 2016                      | 224.89          | N   |
| 002255    | 11-23-2016 | BOWIE COUNTY       | 022492 | BR1642         | 199-41-6499.00-750-799000 | MONTHLY AD COST                | 199.00          | N   |
| 002256    | 11-23-2016 | CAPITAL ONE        | 022534 | FIANCE/FEES    | 199-41-6499.00-750-799000 | FINANCE CHARGES                | 114.36          | N   |
| 002257    | 11-23-2016 | CDW GOVERNMENT, IN | 022482 | FXM2434        | 199-11-6399.72-001-722000 | CTE                            | 208.20          | N   |
|           |            |                    | 022409 | FVR6488        | 199-11-6399.84-001-711000 | HOVERCAMS/VGA ADAPTERS         | 520.02          | N   |
|           |            |                    | 022409 | FRX3166        | 199-11-6399.84-041-711000 | HOVERCAMS/VGA ADAPTERS         | 468.20          | N   |
|           |            |                    | 022409 | FVR6488        | 199-11-6399.84-101-711000 | HOVERCAMS/VGA ADAPTERS         | 936.40          | N   |
|           |            |                    |        |                |                           | <b>Totals for Check 002257</b> | <b>2,132.82</b> |     |

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|--------------------------------|------------|-----------------------|--------|----------------|---------------------------|------------------------------|-----------------|-----|
| 002258                         | 11-23-2016 | COOPER ISD            | 022524 | JV TOURN. FEE  | 183-36-6499.00-001-791000 | tourney fee                  | 175.00          | N   |
| 002259                         | 11-23-2016 | DAINGERFIELD-LONE     | 022472 | ACAD. MEET     | 199-11-6499.36-001-711000 | Academic Meet                | 156.00          | N   |
| 002260                         | 11-23-2016 | DARRELL GRUBBS        | 022528 | 11152016       | 183-36-6219.11-001-791000 | bb official                  | 111.00          | N   |
| 002261                         | 11-23-2016 | EDU-NET, LLC          | 022480 | NOV. SERVICE   | 199-11-6249.01-001-711000 | NOVEMBER MONTHLY CHARGES     | 2,204.79        | N   |
|                                |            |                       | 022480 | NOV. SERVICE   | 199-11-6249.01-041-711000 | NOVEMBER MONTHLY CHARGES     | 2,204.79        | N   |
|                                |            |                       | 022480 | NOV. SERVICE   | 199-11-6249.01-101-711000 | NOVEMBER MONTHLY CHARGES     | 2,204.78        | N   |
| <b>Totals for Check 002261</b> |            |                       |        |                |                           |                              | <b>6,614.36</b> |     |
| 002262                         | 11-23-2016 | GLEN ROSE HIGH SCHO   | 022527 | TOURN. FEE VB  | 183-36-6499.00-001-791000 | tourney fee                  | 350.00          | N   |
| 002263                         | 11-23-2016 | HEALTH CARE           | 022497 | 3234101        | 199-36-6299.12-999-799000 | NON DOT PHYSICALS            | 1,943.00        | N   |
| 002264                         | 11-23-2016 | JAMES AYDELOTT        | 022518 | 11102016       | 183-36-6219.11-001-791000 | bb official                  | 181.00          | N   |
| 002265                         | 11-23-2016 | K-LOG, INC.           | 022390 | 162761971      | 199-11-6339.71-101-711000 | Dyslexia classroom furniture | 844.30          | N   |
| 002266                         | 11-23-2016 | KLC VIDEO SECURITY    | 022507 | 12763          | 199-52-6399.00-999-799000 | SECURITY CAMERAS             | 28,922.00       | N   |
| 002267                         | 11-23-2016 | MITCHELL, COURTNEY    | 022519 | 11102016       | 183-36-6219.11-001-791000 | bb official                  | 181.00          | N   |
| 002268                         | 11-23-2016 | MT VERNON ISD         | 022516 | 115            | 183-36-6499.00-001-791000 | gym rental                   | 273.05          | N   |
|                                |            |                       | 022488 | 115            | 183-36-6499.00-001-791000 | gym rental                   | 232.33          | N   |
| <b>Totals for Check 002268</b> |            |                       |        |                |                           |                              | <b>505.38</b>   |     |
| 002269                         | 11-23-2016 | OFFICE EQUIPMENT CE   | 022233 | IN29783        | 199-23-6249.00-001-711000 | MONTHLY PER PAGE COPY COS    | 574.77          | N   |
|                                |            |                       | 022233 | IN29783        | 199-23-6249.00-041-711000 | MONTHLY PER PAGE COPY COS    | 269.37          | N   |
|                                |            |                       | 022233 | IN29783        | 199-23-6249.00-101-711000 | MONTHLY PER PAGE COPY COS    | 824.95          | N   |
|                                |            |                       | 022233 | IN29783        | 199-41-6249.00-750-799000 | MONTHLY PER PAGE COPY COS    | 206.48          | N   |
| <b>Totals for Check 002269</b> |            |                       |        |                |                           |                              | <b>1,875.57</b> |     |
| 002270                         | 11-23-2016 | PITNEY BOWES          | 022491 | 3302069868     | 199-23-6399.00-001-711000 | QUARTERLY POSTAGE LEASE      | 134.25          | N   |
|                                |            |                       | 022491 | 3302069868     | 199-23-6399.00-041-711000 | QUARTERLY POSTAGE LEASE      | 134.25          | N   |
|                                |            |                       | 022491 | 3302069868     | 199-23-6399.00-101-711000 | QUARTERLY POSTAGE LEASE      | 134.25          | N   |
|                                |            |                       | 022491 | 3302069868     | 199-41-6395.00-750-799000 | QUARTERLY POSTAGE LEASE      | 134.25          | N   |
| <b>Totals for Check 002270</b> |            |                       |        |                |                           |                              | <b>537.00</b>   |     |
| 002271                         | 11-23-2016 | POWELL & LEON ,L.L.P. | 022513 | 17545          | 199-41-6218.00-750-799000 | LEGAL CONSULTATIONS          | 446.50          | N   |
| 002272                         | 11-23-2016 | PSAT/NMSQT            | 022419 | FALL 2016 PSAT | 199-11-6499.00-001-711000 | college readiness            | 90.00           | N   |
| 002273                         | 11-23-2016 | SHAWN WEEMES, COUN    | 022495 | AVERY ISD      | 199-41-6439.00-702-799000 | ANNUAL ELECTRONIC VOTING F   | 1,158.30        | N   |
| 002274                         | 11-23-2016 | MIRIAM ROMERO         | 022525 | 11152016       | 183-36-6219.11-001-791000 | bb official                  | 95.92           | N   |
| 002275                         | 11-23-2016 | SANITATION SOLUTION   | 022229 | 6AX01671       | 199-51-6259.01-999-799000 | TRASH SERVICES               | 566.31          | N   |
| 002276                         | 11-23-2016 | THE SHERWIN WILLIAM   | 022514 | 9529-2         | 199-51-6319.01-999-799000 | paint /supplies              | 296.67          | N   |
| 002277                         | 11-23-2016 | SYSTEM DESIGN         | 022323 | 160606         | 240-35-6499.00-999-799000 | yearly service               | 1,396.50        | N   |
| 002278                         | 11-23-2016 | TASBO                 | 022417 | 281354         | 199-41-6499.00-750-799000 | ACCOUNTING & FINANCE SYMPO   | 295.00          | N   |
| 002279                         | 11-23-2016 | TexRep                | 022496 | NOV 10         | 199-11-6499.00-001-711000 | Play Performance             | 175.00          | N   |
| 002280                         | 11-23-2016 | THSBCA                | 022517 | REGISTRATION   | 183-36-6499.00-001-791000 | coaching clinic              | 80.00           | N   |

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| 002281                         | 11-23-2016 | VERIZON WIRELESS      | 022230 | 9774566999   | 199-51-6259.02-999-799000 | NOV. 2016 CELLULAR          | 215.27          | N   |
| 002282                         | 11-23-2016 | WILF & HENDERSON, P.  | 022490 | 27442        | 199-41-6212.00-750-799000 | ANNUAL AUDIT WORK PERFORM   | 980.00          | N   |
| 002283                         | 11-23-2016 | WILLIAMS SPORTING G   | 022249 | 6223600      | 183-36-6399.00-001-791000 | COACHING SHIRTS             | 575.00          | N   |
|                                |            |                       | 022333 | 6253700      | 183-36-6399.00-001-791000 | repalcement jersey          | 60.00           | N   |
| <b>Totals for Check 002283</b> |            |                       |        |              |                           |                             | <b>635.00</b>   |     |
| 002284                         | 11-23-2016 | WINDSTREAM            | 022232 | 126069087    | 199-51-6259.02-999-799000 | NOV. 2016                   | 642.94          | N   |
| 002285                         | 12-02-2016 | KELLY BURNS           | 022564 | MILEAGE NOV. | 199-41-6411.00-701-799000 | K. BURNS TRAVEL/MILEAGE     | 366.86          | N   |
| 002286                         | 12-06-2016 | ACCO BRANDS USA       | 022402 | 2285858      | 199-11-6399.00-101-711000 | LAMINATOR SERVICE           | 65.00           | N   |
|                                |            |                       | 022402 | 2285858      | 199-11-6499.00-001-711000 | LAMINATOR SERVICE           | 69.00           | N   |
|                                |            |                       | 022402 | 2285858      | 199-11-6499.00-041-711000 | LAMINATOR SERVICE           | 65.00           | N   |
| <b>Totals for Check 002286</b> |            |                       |        |              |                           |                             | <b>199.00</b>   |     |
| 002287                         | 12-06-2016 | AEP/SWEPCO            | 022231 | 96921495303  | 199-51-6259.03-999-799000 | DEC. 2016                   | 5,045.69        | N   |
| 002288                         | 12-06-2016 | AMANDA BAIRD          | 022504 | MEALS PER    | 199-41-6411.00-750-799000 | Per Diem - Acct Symposium   | 60.00           | N   |
| 002289                         | 12-06-2016 | ARAMARK               | 022466 | 1506115124   | 199-51-6249.00-999-799000 | custodial supplies/uniforms | 102.49          | N   |
|                                |            |                       | 022466 | 1506111443   | 199-51-6249.00-999-799000 | custodial supplies/uniforms | 343.59          | N   |
|                                |            |                       | 022466 | 1506118734   | 199-51-6249.00-999-799000 | custodial supplies/uniforms | 102.49          | N   |
| <b>Totals for Check 002289</b> |            |                       |        |              |                           |                             | <b>548.57</b>   |     |
| 002290                         | 12-06-2016 | BALLANTINE EXXON      | 022554 | 448048       | 199-34-6249.10-999-799000 | tire repair                 | 20.00           | N   |
| 002291                         | 12-06-2016 | BROTHERS PRODUCE I    | 022552 | 02184474     | 240-35-6341.00-999-799000 | OCT. PRODUCE 10/12          | 129.42          | N   |
|                                |            |                       | 022552 | 02189805     | 240-35-6341.00-999-799000 | OCT. PRODUCE 10/19          | 252.07          | N   |
|                                |            |                       | 022552 | 02198039     | 240-35-6341.00-999-799000 | OCT PRODUCE 10/28           | 293.73          | N   |
|                                |            |                       | 022552 | 02202063     | 240-35-6341.00-999-799000 | NOV. PRODUCE 11/02          | 139.50          | N   |
|                                |            |                       | 022552 | 02207264     | 240-35-6341.00-999-799000 | NOV. PRODUCE 11/09          | 203.52          | N   |
|                                |            |                       | 022552 | 02212589     | 240-35-6341.00-999-799000 | NOV. PRODUCE 11/16          | 90.69           | N   |
|                                |            |                       | 022552 | 02212348     | 240-35-6341.00-999-799000 | NOV. PRODUCE 11/16          | 90.69           | N   |
|                                |            |                       |        | 02221487     | 240-35-6341.00-999-799000 | MELON/NECTARINE RETURN      | -43.30          | N   |
| <b>Totals for Check 002291</b> |            |                       |        |              |                           |                             | <b>1,156.32</b> |     |
| 002292                         | 12-06-2016 | CARSON QUALITY HEAT   | 022556 | 22145        | 199-51-6299.00-999-799000 | repairs                     | 220.00          | N   |
|                                |            |                       | 022556 | 22154        | 199-51-6319.01-999-799000 | repairs                     | 91.68           | N   |
| <b>Totals for Check 002292</b> |            |                       |        |              |                           |                             | <b>311.68</b>   |     |
| 002293                         | 12-06-2016 | CDW GOVERNMENT, IN    | 022515 | GBB1675      | 199-11-6399.84-001-711000 | CHROME BIT CS10             | 82.99           | N   |
|                                |            |                       | 022515 | GBC5508      | 199-11-6399.84-001-711000 | GOOGLE EDU MGMT             | 24.74           | N   |
| <b>Totals for Check 002293</b> |            |                       |        |              |                           |                             | <b>107.73</b>   |     |
| 002294                         | 12-06-2016 | CITY GLASS & MORE     | 022555 | 11/14/16     | 199-51-6299.00-999-799000 | glass repair                | 103.00          | N   |
| 002295                         | 12-06-2016 | COCA COLA REFRESHM    | 022551 | 0671060511   | 240-35-6341.00-999-799000 | COCA COLA PRODUCTS 10/14    | 390.72          | N   |
|                                |            |                       | 022551 | 0671090806   | 240-35-6341.00-999-799000 | COCA COLA PRODUCTS 11/18    | 319.68          | N   |
| <b>Totals for Check 002295</b> |            |                       |        |              |                           |                             | <b>710.40</b>   |     |
| 002296                         | 12-06-2016 | CURTIS R. HARRISON, J | 022557 | 11292016     | 183-36-6219.11-001-791000 | bb official                 | 161.00          | N   |
| 002297                         | 12-06-2016 | DANIEL PRITCHETT      | 022306 | LAMAR MEALS  | 199-23-6411.00-001-711000 | Per diem 12/11-12/13        | 102.00          | N   |

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| 002298                         | 12-06-2016 | DECKER EQUIPMENT       | 022563 | 163883A      | 199-51-6319.01-999-799000 | cafet line                   | 377.83          | N   |
|                                |            |                        | 022563 | 163883C      | 199-51-6319.01-999-799000 | cafet line                   | 105.02          | N   |
|                                |            |                        | 022563 | 163883B      | 199-51-6319.01-999-799000 | cafet line                   | 1,576.35        | N   |
| <b>Totals for Check 002298</b> |            |                        |        |              |                           |                              | <b>2,059.20</b> |     |
| 002299                         | 12-06-2016 | DIXIE PAPER CO. - TYLE | 022396 | INV123764    | 199-51-6319.00-999-799000 | 10/26 CUSTODIAL SUPPLIES     | 55.00           | N   |
|                                |            |                        | 022396 | INV123138    | 199-51-6319.00-999-799000 | 10/24 CUSTODIAL SUPPLIES     | 75.00           | N   |
| <b>Totals for Check 002299</b> |            |                        |        |              |                           |                              | <b>130.00</b>   |     |
| 002300                         | 12-06-2016 | EUBANKS AUTO ELECT     | 022559 | 107374       | 199-34-6299.00-999-799000 | repairs /parts               | 649.90          | N   |
|                                |            |                        | 022559 | 107369       | 199-34-6299.00-999-799000 | repairs /parts               | 124.00          | N   |
| <b>Totals for Check 002300</b> |            |                        |        |              |                           |                              | <b>773.90</b>   |     |
| 002301                         | 12-06-2016 | FIRMINS OFFICE CITY    | 022489 | 313711-1     | 199-11-6399.00-001-711000 | Supplies                     | 22.63           | N   |
|                                |            |                        | 022489 | 313711-0     | 199-11-6399.00-001-711000 | Supplies                     | 136.37          | N   |
|                                |            |                        | 022489 | 313711-1     | 199-11-6399.00-041-711000 | Supplies                     | 22.63           | N   |
|                                |            |                        | 022489 | 313711-0     | 199-11-6399.00-041-711000 | Supplies                     | 136.36          | N   |
|                                |            |                        | 022499 | 313772-0     | 199-53-6399.03-750-799000 | CHAIR/PENS/WIPES             | 42.87           | N   |
|                                |            |                        | 022499 | 313772-1     | 199-53-6499.00-750-799000 | CHAIR/PENS/WIPES             | 131.99          | N   |
| <b>Totals for Check 002301</b> |            |                        |        |              |                           |                              | <b>492.85</b>   |     |
| 002302                         | 12-06-2016 | HIGHLAND BUILDING MA   | 022465 | 606061       | 199-51-6319.01-999-799000 | PLUMBING PARTS               | 15.90           | N   |
|                                |            |                        | 022465 | 606002       | 199-51-6319.01-999-799000 | CEILING TILES                | 77.90           | N   |
|                                |            |                        | 022465 | 598722       | 199-51-6319.01-999-799000 | CHAIN/QUICK LINK             | 13.41           | N   |
| <b>Totals for Check 002302</b> |            |                        |        |              |                           |                              | <b>107.21</b>   |     |
| 002303                         | 12-06-2016 | JAMES AYDELOTT         | 022544 | 11182016     | 183-36-6219.11-001-791000 | bb official                  | 231.00          | N   |
|                                |            |                        | 022558 | 11292016     | 183-36-6219.11-001-791000 | bb official                  | 161.00          | N   |
| <b>Totals for Check 002303</b> |            |                        |        |              |                           |                              | <b>392.00</b>   |     |
| 002304                         | 12-06-2016 | KURZ AND COMPANY       | 022553 | 60510300011  | 240-35-6341.00-999-799000 | NOVEMBER KURZ 10/26          | 310.95          | N   |
|                                |            |                        | 022553 | 60510370012  | 240-35-6341.00-999-799000 | NOVEMBER KURZ 11/02          | 237.14          | N   |
|                                |            |                        | 022553 | 605103350004 | 240-35-6341.00-999-799000 | NOVEMBER KURZ 11/30V         | 190.33          | N   |
|                                |            |                        | 022553 | 605103210010 | 240-35-6341.00-999-799000 | NOVEMBER KURZ 11/16          | 145.93          | N   |
| <b>Totals for Check 002304</b> |            |                        |        |              |                           |                              | <b>884.35</b>   |     |
| 002305                         | 12-06-2016 | JULLIA LENNON          | 022474 | CONF. MEALS  | 199-33-6411.00-001-711000 | meals/ conference            | 48.00           | N   |
| 002306                         | 12-06-2016 | LESHER HAYES A         | 022543 | 11212016     | 183-36-6219.11-001-791000 | bb official                  | 110.50          | N   |
| 002307                         | 12-06-2016 | MCLEOD ISD             | 022560 | VB 12/8-10   | 183-36-6499.00-001-791000 | tourney fee                  | 350.00          | N   |
| 002308                         | 12-06-2016 | MITCHELL, COURTNEY     | 022541 | 11192016     | 183-36-6219.11-001-791000 | bb official                  | 181.00          | N   |
| 002309                         | 12-06-2016 | PRAIRILAND ISD         | 022547 | VG/VB        | 183-36-6499.00-001-791000 | tourney fee                  | 500.00          | N   |
| 002310                         | 12-06-2016 | Pro Ed, Inc.           | 022399 | 25997773     | 199-11-6399.00-101-711000 | GT Testing                   | 71.50           | N   |
| 002311                         | 12-06-2016 | PRO LOOK SPORTS        | 022279 | 2016-TAH     | 183-36-6399.00-001-791000 | boys bb uniforms             | 1,530.60        | N   |
| 002312                         | 12-06-2016 | QUAVERMUSIC.COM, LL    | 022337 | 10186        | 410-11-6321.00-999-711000 | Music Curriculum             | 1,575.00        | N   |
| 002313                         | 12-06-2016 | RED RIVER APPRAISAL    | 022549 | SEPT 2016    | 199-41-6213.00-703-799000 | Annual Apprsl/Collection Fee | 2,834.50        | N   |
|                                |            |                        | 022549 | SEPT 2016    | 199-99-6213.00-703-799000 | Annual Apprsl/Collection Fee | 3,556.50        | N   |
| <b>Totals for Check 002313</b> |            |                        |        |              |                           |                              | <b>6,391.00</b> |     |

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| 002314    | 12-06-2016 | REGION VIII EDUCATION | 022434 | 10208         | 199-23-6499.00-101-711000 | Finance training               | 120.00           | N   |
|           |            |                       | 022261 | 10208         | 199-31-6499.00-001-711000 | Section 504 Legal Update       | 35.00            | N   |
|           |            |                       | 022404 | 10208         | 199-41-6499.00-750-799000 | INVESTMENT OFFICER TRAINING    | 240.00           | N   |
|           |            |                       | 022341 | 10208         | 199-41-6499.00-750-799000 | NTSBA NOV 10                   | 20.00            | N   |
|           |            |                       | 022341 | 10208         | 199-41-6499.01-702-799000 | NTSBA NOV 10                   | 100.00           | N   |
|           |            |                       |        |               |                           | <b>Totals for Check 002314</b> | <b>515.00</b>    |     |
| 002315    | 12-06-2016 | RENAISSANCE LEARNIN   | 022401 | INV4300515    | 199-11-6399.00-101-711000 | AR READING PROGRAM             | 1,702.81         | N   |
|           |            |                       | 022401 | INV4300515    | 199-11-6499.00-041-711000 | AR READING PROGRAM             | 1,021.69         | N   |
|           |            |                       |        |               |                           | <b>Totals for Check 002315</b> | <b>2,724.50</b>  |     |
| 002316    | 12-06-2016 | SCHOOL NURSE SUPPL    | 022494 | 0606504-IN    | 199-33-6395.00-001-711000 | supplies                       | 75.00            | N   |
|           |            |                       | 022494 | 0606504-IN    | 199-33-6395.00-041-711000 | supplies                       | 75.00            | N   |
|           |            |                       | 022494 | 0606504-IN    | 199-33-6395.00-101-711000 | supplies                       | 146.64           | N   |
|           |            |                       |        |               |                           | <b>Totals for Check 002316</b> | <b>296.64</b>    |     |
| 002317    | 12-06-2016 | SHELBY LEWIS          | 022526 | C/C ROOM      | 183-36-6411.00-001-791000 | reimbursement                  | 132.25           | N   |
| 002318    | 12-06-2016 | SYSCO EAST TEXAS      | 022467 | 615231436     | 240-35-6341.00-999-799000 | FOOD 11/01                     | 1,590.91         | N   |
|           |            |                       | 022467 | 615381374     | 240-35-6341.00-999-799000 | FOOD ORDER 11/15               | 154.45           | N   |
|           |            |                       | 022467 | 615305934     | 240-35-6341.00-999-799000 | FOOD 10/08                     | 1,676.58         | N   |
|           |            |                       | 022467 | 615516453     | 240-35-6341.00-999-799000 | FOOD 11/8                      | 1,676.58         | N   |
|           |            |                       | 022467 | 61238728      | 240-35-6341.00-999-799000 | FOOD 11/15                     | 1,546.58         | N   |
|           |            |                       | 022467 | 615141741     | 240-35-6341.00-999-799000 | FOOD 10/25                     | 2,734.53         | N   |
|           |            |                       | 022467 | 615306480     | 240-35-6341.00-999-799000 | food order                     | 308.90           | N   |
|           |            |                       | 022467 | 615305934     | 240-35-6341.00-999-799000 | food order                     | 2,488.74         | N   |
|           |            |                       |        | 615050398     | 240-35-6341.00-999-799000 | FOOD ITEMS RETURNED            | -235.64          | N   |
|           |            |                       | 022467 | 615050398     | 240-35-6342.00-999-799000 | NON FOOD 10/18                 | 263.22           | N   |
|           |            |                       | 022467 | 615141741     | 240-35-6342.00-999-799000 | NON FOOD 10/25                 | 395.07           | N   |
|           |            |                       | 022467 | 615231436     | 240-35-6342.00-999-799000 | NON FOOD 11/01                 | 213.78           | N   |
|           |            |                       | 022467 | 615305934     | 240-35-6342.00-999-799000 | NON FOOD 11/08                 | 143.91           | N   |
|           |            |                       | 022467 | 615382728     | 240-35-6342.00-999-799000 | NON FOOD 11/15                 | 402.88           | N   |
|           |            |                       | 022467 | 615516453     | 240-35-6342.00-999-799000 | NON FOOD                       | 196.27           | N   |
|           |            |                       |        | 11292016      | 240-35-6342.00-999-799000 | NON FOOD RETURNS               | -196.27          | N   |
|           |            |                       |        |               |                           | <b>Totals for Check 002318</b> | <b>13,360.49</b> |     |
| 002319    | 12-06-2016 | TASB, INC.            | 022297 | 514513        | 199-51-6249.00-999-799000 | PO Created by Req: 012679      | 1,650.00         | N   |
| 002320    | 12-06-2016 | TEXAS COUNSELING AS   | 022536 | EVN-138296    | 199-31-6411.00-001-711000 | school counselor conf fee      | 150.00           | N   |
| 002321    | 12-06-2016 | AGENCY 405            | 022562 | CRS2016101065 | 199-41-6499.00-750-799000 | FINGERPRINT FEE                | 3.00             | N   |
| 002322    | 12-06-2016 | TURNER HOLDINGS, LL   | 022550 | 22037817      | 240-35-6341.00-999-799000 | OCT. 10/14 MILK/JUICE          | 136.77           | N   |
|           |            |                       | 022550 | 22075419      | 240-35-6341.00-999-799000 | OCT. 10/18 MILK/JUICE          | 261.86           | N   |
|           |            |                       | 022550 | 22127418      | 240-35-6341.00-999-799000 | OCT. 10/21 MILK/JUICE          | 187.52           | N   |
|           |            |                       | 022550 | 22166020      | 240-35-6341.00-999-799000 | OCT. 10/25 MILK/JUICE          | 262.82           | N   |
|           |            |                       | 022550 | 22218017      | 240-35-6341.00-999-799000 | OCT 10/28 MILK/JUICE           | 169.99           | N   |
|           |            |                       | 022550 | 22255540      | 240-35-6341.00-999-799000 | NOV. 11/1 MILK/JUICE           | 255.78           | N   |
|           |            |                       | 022550 | 22307018      | 240-35-6341.00-999-799000 | NOV. 11/4 MILK/JUICE           | 186.96           | N   |
|           |            |                       | 022550 | 22344618      | 240-35-6341.00-999-799000 | NOV. 11/8 MILK/JUICE           | 268.85           | N   |
|           |            |                       | 022550 | 22396517      | 240-35-6341.00-999-799000 | NOV. 11/11 MILK/JUICE          | 235.71           | N   |

For the Month of November

| Check Nbr                      | Check Date | Payee                | PO Nbr | Invoice Nbr | Fnd-Fnc-Obj.So-Org-Prog   | Reason                | Amount            | EFT |
|--------------------------------|------------|----------------------|--------|-------------|---------------------------|-----------------------|-------------------|-----|
|                                |            |                      | 022550 | 22599217    | 240-35-6341.00-999-799000 | NOV. 11/29 MILK/JUICE | 183.10            | N   |
|                                |            |                      | 022550 | 22434117    | 240-35-6341.00-999-799000 | NOV. 11/15 MILK/JUICE | 244.33            | N   |
|                                |            |                      | 022550 | 22486418    | 240-35-6341.00-999-799000 | NOV. 11/18 MILK/JUICE | 221.30            | N   |
| <b>Totals for Check 002322</b> |            |                      |        |             |                           |                       | <b>2,614.99</b>   |     |
| 002323                         | 12-06-2016 | MARK WALKER          | 022542 | 11222016    | 183-36-6219.11-001-791000 | bb official           | 90.25             | N   |
| 002324                         | 12-06-2016 | WILLIAM HENDERSON, J | 022545 | 11182016    | 183-36-6219.11-001-791000 | bb official           | 231.00            | N   |
| <b>Total Checks</b>            |            |                      |        |             |                           |                       | <b>143,031.15</b> |     |

End of Report



**Avery Independent School District**  
*"Making a Difference in Education"*

**Action items for EOM November 2016 expenditures (greater than \$10,000):**

1. Check # 002266 to KLC VIDEO SECURITY in the total amount of \$28,922.00 for security cameras.
2. Check # 002318 to SYSCO in the total amount of \$13,360.49 for cafeteria food and supplies.

**December 1, 2016**

**TO THE ADMINISTRATOR ADDRESSED:**

**Subject: Indicators for A-F Academic Accountability System**

House Bill (HB) 2804, passed by the 84th Texas Legislature (2015), requires changes to the state public school academic accountability system. The changes—in effect beginning with the 2017–18 school year, with the first ratings to be issued August 2018—include creating five domains of indicators that will be used to evaluate districts and campuses regarding three main goals:

- Preparing students for postsecondary success
- Reducing achievement gaps among students from different racial and ethnic groups and socioeconomic backgrounds
- Informing parents and the community about district and campus performance

The bill also requires the assignment of A–F rating labels to describe district and campus performance. Districts and campuses will receive a rating of A, B, C, D, or F in each of the five domains and for overall performance.

HB 2804 requires the commissioner of education to adopt the set of indicators that will be used in the A–F system by December 1, 2016. The bill further requires that the agency release a report to the Texas Legislature by January 1, 2017, showing the ratings that each district and campus would have received for Domains I–IV for the 2015–16 school year if the A–F rating system had been in place. The ratings in this report will be based on development of the A–F system as of December 2016. Development of the new accountability system will continue—with additional input from stakeholders—until spring 2018, when the final rules are adopted.

The following table contains key dates for these activities:

| Date                 | Activity  |
|----------------------|---|
| By December 1, 2016  | TEA releases indicators for Domains I–IV.   |
| By December 16, 2016 | TEA releases unmasked data tables and planned methodologies for determining ratings to districts via TEASE (This release will not include ratings). |
| By December 30, 2016 | TEA sends provisional A–F report (with ratings) via email to Texas Legislature.   |
| By January 4, 2017   | TEA releases provisional A–F report (with ratings) to districts on TEASE.   |
| By January 6, 2017   | TEA releases provisional A–F report (with ratings) to public on TEA website.  |

The indicators that will be used to evaluate district and campus performance are available on the TEA website at [http://tea.texas.gov/accountability/A-F\\_Indicators\\_2016.12.01/](http://tea.texas.gov/accountability/A-F_Indicators_2016.12.01/)

Please contact the Performance Reporting Division at (512) 463-9704 or [performance.reporting@tea.texas.gov](mailto:performance.reporting@tea.texas.gov) if you have questions about the A–F academic accountability system or the indicators used to measure district and campus performance.

**Contact Information**

Texas Education Agency

Office of Academics

Penny Schwinn, Deputy Commissioner

Division of Performance Reporting–Shannon Housson, Division Director

Division of Performance Reporting–Jamie Crowe, Director

(512) 463-9704

[performance.reporting@tea.texas.gov](mailto:performance.reporting@tea.texas.gov)

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## AVERY INDEPENDENT SCHOOL DISTRICT

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### BOARD OF TRUSTEES STANDARD OPERATING PROCEDURES

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#### 1. DEVELOPING BOARD MEETING AGENDA

##### A. Who can place items on agenda:

1. Any Trustee may request that a subject be included on the agenda for a meeting.
2. A Trustee's request that a subject be included on the agenda should be submitted to the Superintendent. The Superintendent shall include in the preliminary agenda all Trustee requested topics that have been timely submitted. In consultation with the Board President, the Superintendent shall prepare the official agenda for all Board meetings.
3. Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the President's approval. In reviewing the preliminary agenda, the President shall ensure that any topics the Board or individual Trustees have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future.
4. The Board President shall not have authority to remove from the agenda a subject requested by a Trustee without that Trustee's specific authorization.
5. In accordance with BE (LOCAL), the deadline for submitting items for inclusion on the agenda is noon of the seventh calendar day before regular meetings and noon of the seventh calendar day before special meetings (except in an emergency as per Texas Government Code, Chapter 551).

##### B. Limitations of agenda items:

1. The agenda does not have to indicate which topics will be discussed in open session and which topics will be discussed in closed session. (*Rogers v. State Bd. Of Optometry*, 619 S.W.2d 603 (Tex. App. – Eastland 1981, no writ). The official agenda must list all topics to be discussed and include a statement on the agenda that any closed meeting will be held in accordance with the Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f).
2. The Board may conduct a closed meeting when the agenda subject is one that is protected by an exception to the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq. and should properly be discussed in closed session. The following agenda items are protected exceptions to the Texas Open Meeting Act:
  - 551.071 Private consultation with the board's attorney;
  - 551.072 Discussing purchase, exchange, lease or value of real property;
  - 551.073 Discussing negotiations for prospective gifts or donations;
  - 551.074 Discussing personnel or to hear complaints against personnel;

- 551.076 Considering the implementation of security personnel or equipment;
  - 551.082 Considering issues involving discipline of a public school child or employee to employee complaints;
  - 551.083 Consultation with an employee group;
  - 551.087 Considering issues involving economic development negotiations.
  - 551.088 Discussing individual assessment instruments or items
  - 418.183 Homeland Security – Discussing information regarding emergency response providers, risk or vulnerability assessment, construction or assembly of weapons and other security information.
3. It is the president’s responsibility to identify those agenda items or subjects that are protected by an exception to the Texas Open Meetings Act and to make sure the proper public notice is given before any closed meeting is convened.
  4. Prior to recessing the public meeting and convening the closed meeting, the president will publicly identify the section or sections of the Texas Open Meetings Act that authorize the closed meeting.
  5. All final votes, actions or decisions will be taken when the open or public meeting is reconvened.

**C. Use of Consent Agenda:**

1. When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda.
2. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Trustee requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

**2. BOARD MEETINGS**

**A. What is a Meeting?**

1. A meeting is a deliberation among a quorum of the Board, or between a quorum of the Board and another person, during which public business or public policy over which the Board has supervision or control is discussed or considered, or during which the Board takes formal action. A meeting also means a gathering:
  - That is conducted by the Board or for which the Board is responsible;
  - At which a quorum of members of the Board is present;
  - That has been called by the Board; and
  - At which Board members receive information from, give information to, ask questions of, or receive questions from any third person, including an employee of

the District, about the public business or public policy over which the Board has supervision or control.

2. "Deliberation" means a verbal exchange during a meeting among a quorum of the Board, or between a quorum of the Board and another person, concerning any issue within the jurisdiction of the Board or any public business. Tex. Gov't Code 551.001(2). One-way communications can be deliberations. One court has defined deliberation to include a one-way communication spoken by one member of a governmental body and heard by the rest of a quorum. (Bexar Medina Atascosa Water Dist. v. Bexar Medina Atascosa Landowners' Ass'n., 2 S.W.3d 459 (Tex.App.-San Antonio 1999, pet. Denied). This occurs even if none of the other Board members respond. The Texas Attorney General has indicated that the Texas Open Meetings Act can be violated even when a quorum of Board members is not gathered in a single location. Op. Tex. Att'y Gen. No. JC-307 (2000). Consequently, written communications between Board members outside of a public meeting, including email and text exchanges among a quorum should be carefully avoided.
3. "Quorum" means a majority of the Board (e.g., four members of a seven-member board or five members of a nine-member board, regardless of the number of vacancies) constitutes a quorum for meetings of the Board. Tex. Gov't Code 551.001(6), 311.013(b).
4. The term "meeting" does not include:
  - **Purely social functions.** A gathering of a quorum of a governmental body at a social function unrelated to the public business conducted by the governmental body, if no formal action is taken and any discussion of public business is incidental to the social function is not a meeting. Tex. Gov't Code § 551.001 (4)(B).
  - **Regional training sessions.** The gathering of a quorum of a governmental body at regional, state, or national workshops or conventions, if no formal action is taken and any discussion of public business is incidental to the workshop or convention is not a meeting. Tex. Gov't Code § 551.001(4)(B).
  - **Ceremonial events and press conferences.** The gathering of a quorum of a governmental body at a ceremonial event or press conference, if no formal action is taken and any discussion of public business is incidental to the ceremonial event or press conference is not a meeting. Tex. Gov't Code § 551.001(4)(B).
5. A gathering of less than a quorum of board members may be considered a meeting and subject to the notice requirements of the Texas Open Meetings Act if the function of the group or committee is to make final decisions for the board or is to supervise or control public business on behalf of the board. Examples of such a committee would be establishing a committee to select an architect, or to sell bonds, or to review complaints without the involvement of the full board. A gathering of board members to act in a purely advisory manner to the board is not considered a meeting subject to the Texas Open Meetings Act. However, the board cannot simply approve the actions of the

committee. There has to be a full presentation to the board and action taken by the full board for the committee meeting not to be considered a “meeting” for notice purposes.

6. “Walking Quorums” can occur and can be considered a meeting when less than a quorum of Board members deliberately hold serial meetings outside of a public meeting and then at a subsequent public meeting ratify the decisions made in private. This is a violation of the Open Meetings Act. This can occur without a quorum of members physically gathered in one location and can be a board member telephoning, texting or emailing other board members individually or in a group to ascertain information on a certain issue prior to a board meeting.

**B. When and where are meetings held?**

1. The Board must hold each public meeting within the boundaries of the District, unless otherwise allowed by law.
2. Board meetings shall be held at the Avery ISD Administration Building, unless otherwise provided in the notice for a meeting,
3. Regular meetings of the Board shall be held on the third Monday of each month at 6:30 p.m. When determined necessary and for the convenience of Trustees, the Board President may change the date or time of a regular meeting. The notice for that meeting shall reflect the changed date or time.

**C. What Notice is required?**

1. Members of the Board and the public shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least two hours prior to the time of an emergency meeting.
2. The public is entitled to advance written notice of all meetings of the board, whether open or closed and regardless of whether final action will be taken.
3. The notice must include the date, hour, place and subject matter of the meeting. Tex. Gov’t Code § 551.041.
4. Notice must be readily accessible to the general public at all times for at least 72 hours before the scheduled time of the meeting. Not every notice has to be accessible to the public 24 hours a day, but at least one notice must be accessible 24 hours a day for the 72 hours preceding the meeting.
5. Notice of each meeting must be posted on a bulletin board at a place convenient to the public in the central administration office of the district. Tex. Gov’t Code § 551.051. In addition, Notice of each meeting must be posted on the District’s Web site. Tex. Gov’t Code § 551.056.
6. The public is entitled to notice of the subject matter of a meeting. Agendas for all meetings shall be sufficiently specific to inform the public of the subjects to be deliberated at the meeting, setting out any special or unusual matters to be considered or any matter in which the public has a particular interest. Deliberations or actions pertaining to the Superintendent and principals are of particular public interest, and

notice of those subjects must be worded with such clarity that the public will understand what the Board proposes to discuss or accomplish.

7. The Board cannot discuss items not listed on the posted notice. If a member of the public or a member of the board inquires about a topic not on the agenda, the only lawful response is: (a) to respond with specific factual information or a recitation of existing policy, or (b) to decide to place the subject on the agenda for a subsequent meeting. Tex. Gov't Code § 551.042.

**D. What Type of Record is Required?**

1. The Board must either keep minutes or tape record its open meetings. Tex. Gov't Code § 551.021(a).
2. The minutes or recording, as applicable, of a regular or special meeting of the Board must reflect each member's attendance at or absence from the meeting. Education Code 11.0621.
3. The minutes must state the subject matter of each deliberation and indicate each vote, order, decision or other action taken. Tex. Gov't Code § 551.021(b). All Board action shall be carefully recorded by the Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.
4. The minutes of an open meeting are public record and must be made available for public inspection and copying on request. Tex. Gov't Code § 551.022. The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.
5. All or any part of an open meeting may be recorded by any person in attendance by means of a tape recorder, video camera, or any other means of aural or visual reproduction. The Board may adopt reasonable rules to maintain order at a meeting, including rules related to the location of recording equipment and the manner in which the recording is conducted. These rules shall not prevent or unreasonably impair a person from exercising the right to record a meeting that is open to the public. Tex. Gov't Code 551.023.

**E. What is the Difference Between an Open Meeting and a Public Hearing?**

1. "Open Meeting" means that the meeting is open to the public to attend and listen to the business being conducted by the Board. Public participation is limited to the "Open Forum" portion of the meeting designated for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.
2. "Public Hearing" is a form of board meeting in which the public is invited to address the board on a specific topic. Laws on specific subjects such as proposed budgets, tax rates, and single-member-district elections require that a public hearing be held to allow

citizens an opportunity to comment on the proposed government actions. Tex. Educ. Code § 11.052 and § 44.004. Notice of public hearings must be posted the same as for any other board meeting.

**F. How is a Regular Board Meeting Conducted?**

1. The Board may act only by majority vote of the members present at a meeting held in compliance with Chapter 551, Government Code, at which a quorum of the Board is present and voting. A majority vote is generally determined from a majority of those present and voting, excluding abstentions, assuming a quorum is present. Education Code 11.051(a-1); Atty. Gen. Op. GA-689 (2009). The Board President may vote on all action items. In case of a tie vote, the item is postponed and returned on the next agenda as an action item.
2. The Board shall provide the Superintendent an opportunity to present a report during the meeting and provide an oral or written recommendation to the Board on any item that is voted on by the Board at the meeting. Education Code 11.051(a-1).
3. Audience participation at a board meeting is limited to the "Open Forum" portion of the meeting designated for that purpose. At all other times during a board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.
4. An agenda item shall designate the "Open Forum" portion of the meeting. At regular meetings the Board shall allot 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 sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak. No presentation shall exceed five minutes. Delegations of more than five persons shall appoint one person to present their views before the Board. The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person shall be referred to the appropriate policy (see list below) to seek resolution:

|                               |      |
|-------------------------------|------|
| Employee complaints:          | DGBA |
| Student or parent complaints: | FNG  |
| Public complaints:            | GF   |
5. The Board will not answer questions or engage in two-way dialogue during the Open Forum portion of the meeting. Instead, the President or presiding officer will provide specific factual information or state the existing policy in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda and posted with notice of the meeting. The President or presiding officer can direct administration to investigate item(s), if needed, and report back to the Board at a designated meeting.

6. There are limitations as to what can be addressed during Open Forum. The Board will not entertain comments on individual personnel or individual students in open forum. In addition, the Board will not allow any obscene, profane, or defamatory comments.
7. The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the person removed from the meeting.
8. All Board business shall follow the posted agenda. The subjects to be discussed or considered or upon which any formal action may be taken are listed on the posted agenda. Items do not have to be taken up in the same order as shown on the agenda. All items identified within the consent agenda will be acted on at one time, unless a motion is made to remove an item from the consent agenda. It is the responsibility of the Board President or presiding officer to keep the discussions of the Board on the item or motion at hand and shall halt discussion that does not apply to the business before the Board.
9. The Board shall observe the parliamentary procedures in Robert's Rules of Order.

**G. How is a Public Hearing Conducted?**

1. A Public Hearing is a board meeting convened in the same manner and under the same notice requirements as a regular business meeting. However, during a Public Hearing, the Board is assembled to hear public comments on a specific topic.
2. The Board President or presiding officer designates the time limits for patrons and Board members to comment on the subject matter. The Board President or presiding officer will recognize a board member or patron prior to that person being given the floor to comment on the subject matter.
3. All parties participating in the public hearing shall observe the parliamentary procedures in Robert's Rules of Order.

**3. PUBLIC/PARENT/STUDENT or EMPLOYEE COMPLAINT TO INDIVIDUAL BOARD MEMBER**

**A. The Board member should:**

1. Listen to the individual's problem for a full understanding of the persons involved and the date, time and place of the action initiating the contact with the Board member.
2. Repeat the problem or concern back to the individual verbatim.
3. The Board member should then direct the individual to the Superintendent or another appropriate administrator, who shall proceed to handle the situation according to the applicable complaint policy.
4. Remind the individual that the Board's role in resolving complaints is limited to those instances when use of the complaint/grievance process has failed to achieve a satisfactory remedy, and Board members strive to remain impartial in case the situation goes before the Board.

5. The Board member should notify the Superintendent that a complaint has been brought to the Board member's attention.

B. Advise the individual that all complaints **MUST GO THROUGH THE CHAIN OF COMMAND.**

1. Public Complaint – The individual should be referred to Board Policy: GF
2. Student/Parent Complaint – The individual should be referred to Board Policy: FNG
3. Employee Complaint – The individual should be referred to Board Policy: DGBA

C. When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Board member may request that the issue be placed on the agenda. (Local BBE).

#### 4. COMMUNICATIONS

A. Outside of board meetings, Board members may communicate or exchange information about public business or public policy over which the Board has supervision or control as long as such communications do not violate the provisions of the Texas Open Meetings Act. (See No. 2 above about what constitutes a meeting).

B. Communications between Board members should not be used to lobby for votes, to conduct "straw polls" with a majority of Board members, or to otherwise circumvent the Texas Open Meetings Act.

C. The Superintendent will attempt to communicate with all Board members on a weekly basis.

D. The Superintendent will meet with Board President on a routine weekly basis to discuss issues of the District.

E. The Superintendent will communicate information in a timely fashion to all Board members.

F. Board members will keep the Superintendent informed of any information or concerns received that affects the District.

G. Individual Board members cannot speak in an official capacity outside of a Board meeting unless authorized or delegated to do so by action of the Board.

H. The Board President shall be the official spokesperson for the Board to the media/press on issues of media attention.

I. Individual Board members shall channel legal inquiries through the Superintendent, Board President, or Board's designee, as appropriate, when seeking advice or information from the District's legal counsel. BDD (LOCAL)

J. Agenda packets will be posted or delivered no later than 72 hours prior to the regular or special Board meeting and at least two hours prior to the time of an emergency meeting.

#### 5. VISION STATEMENT AND GOALS

The Board shall adopt a vision statement and comprehensive goals for the District and the Superintendent. Education Code 11.1511(b)(2); (See AE Exhibit)

## **6. EVALUATION OF SUPERINTENDENT**

- A. The evaluation process must include the following provisions:
    - 1. Procedures for setting goals that define expectations and priorities for the superintendent;
    - 2. At least one *Formative Conference*, which is a kind of interim meeting at which the board and superintendent check progress in meeting expectations and discuss ideas for enhancing performance.
    - 3. A *Summative Conference*, which is what we normally think of as an evaluation conference, where a written instrument is filled out, summing up the superintendent's performance for the year, and the assessment of his or her performance is discussed.
  - B. A Good Evaluation Instrument Provides for an assessment of superintendent performance on both a set of "Priority Goals" and assessment of performance on the broad spectrum of "Ongoing Responsibilities" also known as Performance Domains.
    - 1. *Priority Goals* are those goals set or updated on an annual basis as the superintendent's specific performance goals for the next evaluation cycle.
    - 2. *Ongoing Responsibilities or Performance Domains* are such areas as: Instructional Management, Organization Morale, Organization Improvement, Personnel Management, Management of Administration, Fiscal and Facilities Functions, Student Management, Community Relations, Professional Growth and Development, Academic Excellence Indicators, School Board Relations, and Student Performance
  - C. The instrument used to evaluate the Superintendent shall be based on the Superintendent's job description and performance goals and shall be adopted by the Board.
  - D. The Superintendent's Evaluation is conducted in executive session by consensus.
  - E. The document evaluating the performance of the Superintendent is confidential.
- Education Code 21.355

## **7. EVALUATION OF THE BOARD**

- A. The Self-Evaluation of the Board is conducted annually.
- B. It is conducted in executive session by consensus.

## **8. ELIGIBILITY AND QUALIFICATIONS OF BOARD MEMBERS**

- A. To be eligible to be a candidate for, or elected or appointed to, the office of Board Member, a person must:
  - 1. Be a United States citizen;
  - 2. Be 18 years of age or older;
  - 3. Not be adjudicated partially or totally mentally incapacitated;
  - 4. Not be finally convicted of a felony.
  - 5. Be a resident of Texas for 12 months and a resident of the District for six months.
  - 6. Be a "Qualified Voter" as defined in Education Code 11.061(b).
- B. "*Residence*" shall mean domicile, one's home and fixed place of habitation to which one intends to return after any temporary absence; one does not lose one's residence status by

leaving to go to another place for temporary purposes only. A person does not acquire a residence in a place to which the person has come for temporary purposes only and without the intention of making that place the person's home. Residence shall be determined in accordance with the common-law rules, as enunciated by the courts of this state, except as otherwise provided by the Election Code. Election Code 1.015.

- C. After each election or appointment, the elected or appointed Board member shall file the official oath with the Board President. Education Code 11.061(a).
- D. The Board consists of seven members serving terms of three years. Education Code 11.051(b).
- E. Board policy states the schedule on which specific terms expire.
- F. Election of Board members of the District occurs on the May uniform election date.

## **9. ROLE AND AUTHORITY OF BOARD MEMBERS**

- A. The Board members as a body corporate have the exclusive power and duty to govern and oversee the management of the public schools of the District. *Education Code 11.151., BAA (Legal)*
- B. The Board may act only by majority vote of the members present at a meeting held in compliance with Government Code Chapter 551 (Texas Open Meeting Act), at which a quorum of the Board is present and voting.
- C. No Board member has authority outside the Board meeting to act individually or on behalf of the Board, unless the action has been authorized by the Board. *Education Code 11.051(a-1).*
- D. When acting in the member's official capacity, a Board member has an inherent right of access to information, documents, and records maintained by the District. BBE Legal and Local
- E. An individual Board member shall seek access to records or request copies of records from the Superintendent or other designated custodian of records. When a custodian of records other than the Superintendent provides access to records or copies of records to an individual Board member, the provider shall inform the Superintendent of the records provided. BBE (Local).
- F. No Board member can direct employees in regard to performance of their duties.
- G. A Board member is not personally liable for any act that is incident to or within the scope of the duties of the Board member's position and that involves the exercise of judgment or discretion. *Education Code 22.0511(a).*
- H. Board members serve without compensation. Education Code 11.061(d).
- I. Reimbursement of travel:
  - 1. Reimbursement of expenses for Board members is not illegal if the reimbursement is determined to be necessary in the conduct of the school and to serve a proper public purpose. Education Code 45.105(c); Atty. Gen. Op. H-133 (1973).
  - 2. The Board may not pay the travel expenses of spouses and other persons who have no responsibilities or duties to perform for the Board when they accompany Board members to Board related activities. Atty. Gen. Op. MW-93 (1979).

- J. Each Board member must complete any training required by the SBOE. The training requirement consists of orientation, team building, and annual continuing education. To the extent possible, the entire Board shall participate in training programs together. Education Code 11.159.
- K. No training shall take place during a Board meeting unless that meeting is called for the delivery of Board training. Training may take place before or after a legally called Board meeting in accordance with the Open Meetings Act.
- L. Annually, at the last regular meeting of the Board held during a calendar year, the President shall announce, and the minutes must reflect, the name of each Board member who has completed the required training, who has exceeded the required hours of training, and who is deficient in the required training as of the date of the meeting. The President shall cause the minutes to reflect the information and shall make this information available to the local media. *Education Code 11.159; BBD Legal.*
- M. Board members are invited to attend public events at campuses throughout the District, and to attend in the same manner as other parents in matters involving their own children or grandchildren.
- N. Board members agree:
  - 1. That they will read the Board agenda packet of materials before each Board meeting.
  - 2. That they will observe the ethical requirements of a Public Official and Board member both during and outside of Board meetings. (See Board Member Ethics – BBF Local).
  - 3. That they will at all times observe the rules and requirements as outlined in the following Board Policies:
    - a) BBFA – Conflict of Interest;
    - b) BBFB – Restricts on Public Servants – Prohibited Activities.
    - c) BE – Board Meetings;
    - d) BED – Board Meetings Public Participation;
    - e) BDAA – Duties and Requirements of Board Officers.

#### **10. CRITERIA AND PROCESS FOR SELECTING BOARD OFFICERS**

- A. No Board member can hold office without one year minimum Board experience.
- B. Selection of Officers is held following the May election and qualification of Board members and in accordance with BDAA (LEGAL). The Board shall elect a President, a Vice President and a Secretary by majority vote of the members present and voting.
  - 1. The President shall be a member of the Board;
  - 2. The Vice President shall be a member of the Board; and
  - 3. The Secretary shall be a member of the Board; however, the Board may assign a District employee to provide clerical assistance to the Board. (BDAA LOCAL).
- C. The Board may elect or establish such other officers and committees as the Board may deem necessary. Education Code 11.061(c).

## **11. ROLE AND AUTHORITY OF BOARD OFFICERS**

- A. Board officers shall serve for a term of one year or until a successor is elected. Officers may succeed themselves in office. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.
- B. The President is required by law to:
  - 1. Call a meeting of the Board to discuss and adopt the budget and the proposed tax rate. Education Code 44.004;
  - 2. Ensure that the annual financial statements are published as required by law. Local Gov't Code 140.006;
  - 3. Execute an oil and/or gas lease or sell, exchange, and convey the minerals in land belong to the District, approved by resolution of the Board. Education Code 11.153;
  - 4. Execute the deed for sale of property, other than minerals, held in trust for free school purposes. Education Code 11.154(b).
- C. In addition to the duties required by law, the President of the Board shall:
  - 1. Preside at all Board meetings unless unable to attend;
  - 2. Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board; and
  - 3. Call special meetings and appoint committees as necessary.
- D. The Vice President of the Board shall:
  - 1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President; and
  - 2. Automatically become President of the Board if a vacancy in that office occurs.
- E. The Secretary of the Board shall:
  - 1. Ensure that an accurate record is kept of the proceedings of each Board meeting;
  - 2. Ensure that notice of Board meetings are posted and sent as required by law;
  - 3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer; and
  - 4. Sign or countersign documents as directed by action of the Board.

## **12. ROLE OF BOARD IN EXECUTIVE SESSION**

- A. The Board may conduct a closed meeting for the following purposes:
  - 1. Attorney Consultation;
  - 2. Real Property issues;
  - 3. Prospective Gifts;
  - 4. Personnel Matters;
  - 5. Employee Complaints;
  - 6. Student Discipline;
  - 7. Personally Identifiable Student Information;
  - 8. Medical or Psychiatric Records;
  - 9. Security issues;
  - 10. Assessment Instruments;

- 11. Emergency Management;
- 12. Economic Development Negotiations;
- B. A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given. Gov't Code 551.101
- C. Information discussed during executive session **must** remain confidential.

**13. ANONYMOUS PHONE CALLS & LETTERS**

The Avery ISD Board of Trustees encourages input; however, anonymous calls or letters will not receive Board attention, discussion, or response and will not result in directives to the administration.

**14. REVIEW OF BOARD OPERATING PROCEDURES**

Standard Board Operating Procedures will be reviewed annually and updated as needed.

# Avery ISD Resolution

## INNOVATION DISTRICTS

### RESOLUTION TO ADOPT A DISTRICT OF INNOVATION

WHEREAS Education Code 12A.001 provides that a district is eligible for designation as a district of innovation if the district's most recent performance rating under Section 39.054 reflects at least acceptable performance, and that consideration of designation as a district of innovation may be initiated by a resolution adopted by the board of trustees of the district; and

WHEREAS the Avery Independent School District's most recent performance rating under Education Code 39.054 reflects at least acceptable performance.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Avery Independent School District by adoption of this resolution initiates the process under Education Code Chapter 12A to become a district of innovation.

BE IT FURTHER RESOLVED that after this resolution is signed by the Board, a public hearing shall be held to consider whether the District should develop a local innovation plan for the designation of the District as a district of innovation and that after the public hearing the Board of Trustees of Avery Independent School District shall appoint a committee to develop a local innovation plan or decline to pursue designation as a district of innovation.

Adopted this \_\_\_\_\_ (*date*) day of \_\_\_\_\_ (*month*), \_\_\_\_\_ (*year*), by the Board of Trustees.

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Secretary

BOARD OF TRUSTEES  
AVERY INDEPENDENT SCHOOLDISTRICT

Resolution  
Concerning the A-F Accountability Rating System for Texas Public Schools

STATE OF TEXAS    §  
                          §  
                          §

**WHEREAS**, the Texas Legislature has enacted legislation that requires the Commissioner of Education to implement a public school rating system that would assign A through F grades to schools and districts beginning with the 2017-18 school year; and

**WHEREAS**, at least 16 states have implemented a similar rating system utilizing A through F grades for schools and districts and, to date, there is no definitive research that suggests these ratings have improved student or school performance; and

**WHEREAS**, in a recent statewide survey conducted by the State Board of Education, an overwhelming majority of Texans do not want high-stakes, standardized test scores to serve as the primary basis for a public school rating system; and

**WHEREAS**, the majority (55%) of the A through F grades are based on the State of Texas Assessment of Academic Readiness (STAAR), a high-stakes, standardized test that does not accurately measure student learning; and

**WHEREAS**, the STAAR provides little meaningful information to guide student learning, inform teachers or report academic progress to parents; and

**WHEREAS**, the Commissioner's proposed rating system utilizing A through F grades for schools and districts includes five domains and numerous unrelated indicators to determine a single grade, leaving the public with an invalid, disconnected reflection of school quality; and

**WHEREAS**, the Commissioner's proposed rating system utilizing A through F grades for schools, and districts creates a false impression about students, ignores the unique strengths of each school, and unfairly reduces each student's worth to the school's assigned grade; and

**WHEREAS**, we believe in the tenets set out in *Creating a New Vision for Public Education in Texas* (TASA, 2008) and our goal is to transform education in AVERY ISD in accordance with these tenets; and

**WHEREAS**, we embrace meaningful accountability that informs students, parents, and teachers about the learning needs of each student and each school; and

**WHEREAS**, we believe our state's future prosperity relies on a high-quality education system that prepares students for college and careers, and without such a system Texas' economic competitiveness and ability to attract new business will falter; now, therefore, be it

**RESOLVED**, that the AVERY ISD Board of Trustees calls on the Texas Legislature to repeal the rating system utilizing A through F grades for schools and districts and develop a community-based accountability system that empowers school districts to design their own internal systems of assessment and accountability that, while meeting general state standards, allows districts to innovate and customize curriculum and instruction to meet the needs and interests of each student and their communities; and, be it further

**RESOLVED**, that this new system should reduce the use of high-stakes, standardized tests, encompass multiple assessments, reflect greater validity, and, more accurately reflect what students know

and can do in terms of the rigorous standards.

PASSED AND APPROVED on this \_\_\_\_ day of \_\_\_\_\_, 2016

By: \_\_\_\_\_

Name:  
Title:

By: \_\_\_\_\_

Name:  
Title:

By: \_\_\_\_\_

Name:  
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By: \_\_\_\_\_

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By: \_\_\_\_\_

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Title:

By: \_\_\_\_\_

Name:  
Title:

**RESOLUTION  
2016-17 MEDIA HONOR ROLL**

**WHEREAS**, in each community, the public schools are shaped by that community to provide the most appropriate and effective education for the schoolchildren who attend those schools; and

**WHEREAS**, public schools are dependent on the community's support in countless ways, including support in setting goals for the education of our children, in establishing successful volunteer and booster programs at the schools, for annual funding of operations, in periodic bond elections, in the election of qualified school board members; and

**WHEREAS**, much of the community's knowledge and opinions about the public schools rely on responsible reporting by local media representatives who decide which news to share with the community, how much attention will be focused on various issues, and what the tone of the reporting will be; therefore

**NOW BE IT RESOLVED**, that the Board of Trustees of the Avery ISD places the name(s) of ***Allyson Pebsworth*** (*media/reporter*) on the statewide 2016-17 Media Honor Roll, calling attention to the ongoing responsible and exemplary nature of reporting on this community's public schools. We express our appreciation for your balanced and accurate approach to sharing with this community both the challenges facing our schools and the successes achieved by the teachers and students. Your work has aided this community in focusing on the goal of providing the best public schools we can for every child who attends them.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President



Texas Association of School Boards  
Leadership Team Services

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# Effective Superintendent Evaluation

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800-580-8272

This document is provided for educational purposes only and contains information to facilitate a general understanding of the law. It is not an exhaustive treatment of the law on this subject nor is it intended to substitute for the advice of an attorney. It is important for you to consult with your own attorneys in order to apply these legal principles to specific fact situations.

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## Resources on Superintendent Evaluation

### Web Documents

For copies of the following documents, go to [www.its.tasb.org/resources](http://www.its.tasb.org/resources) and click on "Superintendent Evaluations" in the drop-down menu on the left hand side of the page: ★

- Commissioner rule on performance appraisal of administrators
- TASB sample superintendent evaluation instrument
- The current Commissioner's Recommended Student Performance Domain Worksheet
- A sample board operating procedure for conducting the evaluation
- Sample superintendent performance goals *clearly defined criteria (measurable)*
- A sample evaluation calendar

### Online Courses

To take the following online courses, go to [www.onlinelearning.tasb.org](http://www.onlinelearning.tasb.org). Online courses may be taken for board member training credit. For the 2012-13 school year, fees for taking the courses have been waived:

- Setting Superintendent Performance Goals
- Preparing for Superintendent Evaluation
- Customizing Your Superintendent Evaluation Instrument
- The Ongoing Process of Superintendent Evaluation

### Publications

To order copies of the following publications, go to [www.tasb.org](http://www.tasb.org) and click on the tab for the "store":

- Developing Superintendent Performance Goals
- A President's Guide to Facilitating Superintendent Evaluations
- Focusing the Superintendent Evaluation Instrument on Results
- A New Board Member's Guide to Superintendent Evaluation

## **Required Elements in a Superintendent Evaluation System**

The following elements are required by Commissioner Rule in the board's superintendent evaluation system

- An annual calendar for evaluation, which includes the following activities
  - A goal-setting process with the superintendent
  - At least one "formative" evaluation conference
  - A "summative" evaluation conference
- The completion of a written document or instrument recording the evaluation
- The consideration of certain student performance data in assessing superintendent performance
- Evidence of training of all appraisers in the local evaluation process and criteria

## **Characteristics of an Effective Evaluation Instrument**

Among the characteristics of an effective instrument are:

- Two parts: A set of priority performance goals for the superintendent that are related to major district initiatives and a section that allows the board to assess the effectiveness of ongoing operations in the district
- Clearly defined criteria for what counts as good performance on each area of performance that is assessed

See the resources listed on page 2 for a sample instrument that incorporates these characteristics and for information on how to develop such an instrument.

## Special Nature of the Board's Performance Evaluation of the Superintendent

The board's annual evaluation of superintendent performance is fundamentally different from the employee evaluations many of us receive in our jobs in the following ways:

- **There are multiple evaluators assessing the performance of one person.** In most employment situations, a single person, the supervisor, assessed the performance of an employee.
- **The evaluators do not, in the normal course of events, oversee the employee's work on a day-to-day basis.** Most of us have a supervisor who is present in the office with us each day and monitors our activities on a daily basis. This is not true, and should not be true, of a board in relation to its superintendent or the board of a corporation in relation to its CEO.
- **The evaluators do not share the professional training and background of the employee.** Most of us are evaluated by a supervisor who has either done our job or has training related to the tasks the employee performs. That is not generally true of board members in assessing the performance of a superintendent.

These fundamental differences require that the board be especially attentive to its responsibilities to act as a single body and not as a collection of seven or nine individuals, each conducting his or her own evaluation of superintendent performance.

## Steps in the Process for Completing the Instrument and Conducting the Evaluation Conference

For suggestions on earlier aspects of the process (establishing superintendent performance goals, customizing the instrument, conducting a formative conference), see the resources listed on page 2 above.

Common steps in the final stages of the evaluation cycle include the following:

- Board president distributes copies of the evaluation instrument to each board member.
  - Board president ensures that all members have been trained in the local process and criteria
  - Board president summarizes the evaluation process and criteria for the board members
- Superintendent presents a report of progress to the board, related to the items on the evaluation instrument. The report can be oral or written.

## **Continued - Steps in the Process for Completing the Instrument and Conducting the Evaluation Conference**

- Individual board members complete the instrument.
- Board meets to review member assessments, discuss differences, and work toward reaching a consensus evaluation for each area on the assessment.
  - The board must make a good faith effort to understand the basis of any differences among them in the evaluation of superintendent performance.
  - If the board cannot come to agreement about past performance of the superintendent, members should see if they can agree on what they expect of performance in the future.
  - If no consensus can be reached, the judgment of the majority of the board should be reflected on the official evaluation instrument.
- Board discusses the evaluation with the superintendent, giving the superintendent an opportunity to respond from his or her perspective.
  - Minority views on the board should also be shared.
  - At the end of the discussion of any issue, the board president sums up the discussion by noting if it is the will of the board to see a difference in performance in the future.
- Board president and superintendent agree on what, if anything, will be said publicly about the evaluation.
- Board and superintendent set a time to review the instrument and discuss priority performance goals for the next evaluation cycle.

## **Further Information**

The resources listed on page 2 can be immensely useful for a board in restructuring its evaluation instrument and process.

If you have questions about superintendent evaluation or about your process or instrument, feel free to call Leadership Team Services, TASB, at 800-580-8272 or send an email message to [lts@tasb.org](mailto:lts@tasb.org).

# Effective Superintendent Evaluation



TASB Leadership Team Services  
Webinar  
November 13, 2012



Texas Association of School Boards

# Effective Superintendent Evaluation



**Bill Nemir**  
Director  
Leadership Team Services



**Mark McHargue**  
Attorney  
Legal Services



Texas Association of School Boards

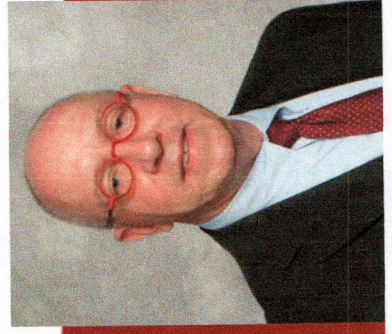
# Requirements in an Evaluation System

- Three steps in the process
  - Goal setting session
  - Formative conference
  - Summative conference
- Instrument or written document
- Consideration of student performance data



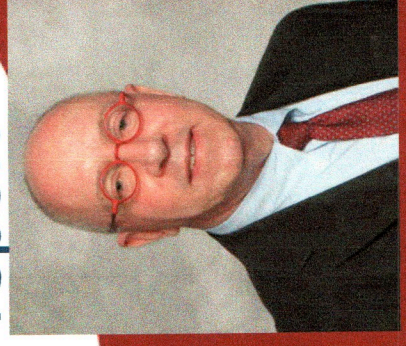
# Elements in an “Ideal” Evaluation System

- Instrument
  - Priority performance goals *- tied to District Goals*
  - Snapshot of management effectiveness in major operations
  - Clearly defined criteria for good performance
- Process
  - Clearly defined steps/ground rules
  - Review of process and instrument at end of cycle



## Preparing for the Summative Conference: Before Members Fill Out Instrument

- Make sure all members have training
- Review special nature of superintendent evaluation
  - Seven evaluators
  - No daily oversight
  - Difference in professional training
- Allow superintendent to provide progress report



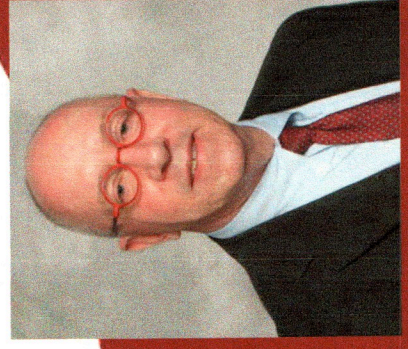
# Preparing for the Summative Conference: Filling Out the Instrument

- Common practice:
  - Individual members fill out instrument
  - Responses are compiled/compared
    - Before the board meets
    - At the meeting of the board



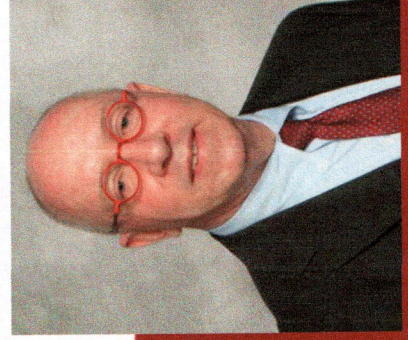
## Preparing for the Summative Conference: Meeting of the Board

- Members of the board meet in advance of the summative conference with superintendent
- Work to reach consensus
- If consensus cannot be reached, record majority view on instrument
- Prepare conversation with superintendent



## Conducting the Summative Conference

- Begin with strengths, then issues that need discussion
- Allow minority views to be expressed
- Allow superintendent an opportunity to respond
- Make sure board president summarizes whether the board expects any change in performance
- Sign document
- Agree on any public statement



Texas Association of School Boards

## After the Summative Conference

- Employment issues
  - Contract extension
  - Compensation
- Preparation for subsequent evaluation cycle
  - Development of calendar
  - Dates for reviewing instrument and setting priority goals



## For Additional Information

- [Its.tasb.org](http://Its.tasb.org)—click on “resources”
- [onlinelearning.tasb.org](http://onlinelearning.tasb.org)
- [Its@tasb.org](mailto:Its@tasb.org)
- 800-580-8272—ask for Leadership Team Services

