Public Meeting

Tuesday, June 13, 2023 5:00 PM
Granbury ISD Board Room, 217 N. Jones St., Granbury, Texas 76048

1. **Call to order - 5:00 PM - GISD Board Room**
2. **Convene in Closed Session under the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.**

a. Section 551.074 - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.

1. Staff Recommendations
2. Annual Evaluation of the Superintendent

b. Section 551.076. Deliberations Regarding Security Devices or Security Audits

1. Review and Discuss Intruder Detection Audit Report Findings

a. Nettie Baccus Elementary School
b. Granbury High School

c. Section 551.072 - Purchase, Exchange, Lease or Value of Real Property

3. **Reconvene in Open Session - 6:00 PM**
4. **Moment of Silence/Invocation**
5. **Pledges - U.S. Flag & Texas Flag**
6. **Superintendent's Report**
7. **Open Forum / Public Comments**
   Patrons who have duly registered per policy BED (LOCAL) may address the board regarding matters of concern/interest to the district. The board may not act upon any matter that is not listed under the action item portion of the agenda.
8. **Consider Action on Items Discussed In Closed Session**

a. Consider Action on the Superintendent's Contract
b. Consider Staff Recommendations

c. Section 551.076. Deliberations Regarding Security Devices or Security Audits

1. Review and Discuss Intruder Detection Audit Report Findings

a. Nettie Baccus Elementary School
b. Granbury High School

d. Section 551.072 - Purchase, Exchange, Lease or Value of Real Property

9. **Consider Consent Agenda Items**

a. Approve Minutes from May 15, 2023 Board Meeting
b. First Review of TASB localized Policy Update 121 as it correlates with Update 67
c. Consider Moving the August 28, 2023 Board Meeting to August 21, 2023.
d. Consider a GHS Out of State Travel Request
e. Consider a MOU with Upbring Head Start for the 2023-2024 School Year
f. Consider a MOU with Communities in Schools for 2023-2024 school year.
g. Consider a MOU between GISD and Texas A&M Health Science Center
h. Consider Budget Amendments
i. Consider 2023-2024 Salary Schedules
j. Consider GISD Staff Development Waiver for 2023-2024
k. Consider TEKS Certification Form

10. **Discussion/Action**

a. Consider Approval of Benchmark Education Phonics program
b. Consider the T.E.A.C.H Early Childhood TEXAS Scholarship Program for

Little Buccaneers employees

c. Consider the 2023-2024 Compensation Plan
d. Consider Approval of Bank Depository Bid under CSP#2023-07
e. Consider Approval of the purchase of Security Window Film through TIPS
f. Nominations for TASB Board Position- Region 11C

11. **Reports**

a. TEA A-F Refresh Report
b. Discuss Voter-Approved Tax Rate Election
c. Financial Statements for Period Ending May 31, 2023
d. Cash Flow and Investment Report for the Period Ending May 31, 2023

12. **Adjourn**

TEXAS STATE
TEXAS SCHOOL SAFETY CENTER

TEXAS SCHOOL SAFETY CENTER

NOTICE OF INTRUDER DETECTION AUDIT FORM

Date of Intruder Detection Audit: 5/12/2023

Campus Name: NETTIE BACCUS EL

Physical Address: 901 NE LOOP 567, GRANBURY, TX 76048

Principal Name: Julie Rohleder

Principal Email Address: julie.rohleder@granburyisd.org

Campus Phone Number: (817) 408-4300

District Name: GRANBURY ISD

Superintendent Name: DR JEREMY K GLENN

THIS DOCUMENT SERVES AS THE OFFICIAL NOTICE OF INTRUDER DETECTION AUDIT FOR YOUR CAMPUS

Pursuant to the charge issued by Governor Greg Abbott on June 1, 2022, to the Texas School Safety Center (TxSSC) in coordination with the Texas Education Agency (TEA), the TxSSC is given authority to conduct in-person, unannounced, random intruder detection audits on school districts. The charge specifies that TxSSC designated staff and/or contractor (Inspector) should approach campuses to find weak points and how quickly they can penetrate buildings without being stopped. The audit will help determine if schools have implemented their Multi-Hazard Emergency Operations Plans (EOP). This process improves accountability and ensures school districts are following the plans they created.

Your District's Superintendent and Primary Law Enforcement Entity were notified prior to this Intruder Detection Audit. The full cooperation of your campus staff is required. The Inspector shall be given access to all areas of your campus, and a campus staff representative shall be assigned to escort the Inspector across your campus to test all exterior instructional facility doors and a sampling of internal classroom doors as appropriate.

For questions pertaining to this form, the Inspector's authority, or the Intruder Detection Audit, contact Nate Turner, Associate Director for School Safety Readiness, Texas School Safety Center at Texas State University via phone at (512) 245-0895 or via email at ***nturner@txstate.edu****.*

General Findings:

_____ No Findings documented by Inspector at this time

_____ Unsecured access gained into school

_____ Unsecured exteriod door(s)

_____ Unsecured classroom door(s) ONLY If district has a policy

_____ Documentation of weekly exterior door sweeps was not observed

A full report with all required correction actions and/or follow-up action steps will be sent to the District Superintendent no later than 5 business days of the Audit.

Required Signatures (Print & Sign):

Intruder Detection Inspector: Karen Call

At the conclusion of the Intruder Detection Audit, the Inspector is required to leave the original copy of this Notice with the Campus Contact at the time of the Audit to provide documentation of the Audit and provide immediate notification of any findings.

Campus Contact: Ron Frantz School Marshal

The Campus Contact shall provide a copy of this Notice to the Inspector before the Inspector leaves the campus. By signing this document, the Campus Contact agrees to immediately forward this completed Notice of Intruder Detection Audit to the District Superintendent named above.

TEXAS STATE
TEXAS SCHOOL SAFETY CENTER

TEXAS SCHOOL SAFETY CENTER

NOTICE OF INTRUDER DETECTION AUDIT FORM

Date of Intruder Detection Audit: 5/12/2023

Campus Name: GRANBURY H S

Physical Address: 2000 W PEARL ST, GRANBURY, TX 76048

Principal Name: Jeremy Ross

Principal Email Address: jeremy.ross@granburyisd.org

Campus Phone Number: (817) 408-4600

District Name: GRANBURY ISD

Superintendent Name: DR JEREMY K GLENN

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Required Signatures (Print & Sign):

Intruder Detection Inspector: Karen J. Call

At the conclusion of the Intruder Detection Audit, the Inspector is required to leave the original copy of this Notice with the Campus Contact at the time of the Audit to provide documentation of the Audit and provide immediate notification of any findings.

Campus Contact: Danny Guidry, Asst. Principal

The Campus Contact shall provide a copy of this Notice to the Inspector before the Inspector leaves the campus. By signing this document, the Campus Contact agrees to immediately forward this completed Notice of Intruder Detection Audit to the District Superintendent named above.

Meeting Minutes of the
Granbury ISD Board of Trustees Meeting
May 15, 2023, 5:00 P.M.

A regular meeting of the Granbury ISD Board of Trustees was held May 15, 2023, beginning at 5:00pm in the Granbury ISD Board Room located at 217 N. Jones St., Granbury, Texas 76048.

Presiding Officer……Dr. Barbara Herrington, President

Board Members Present
Mike Moore
Barbara Townsend
Karen Lowery
Billy Wimberly
Courtney Gore
Melanie Graft

School Officials Present
Dr. Jeremy K. Glenn, Superintendent
Tammy Clark, Assistant Superintendent
Wes Jones, Director of Human Resources
Amy Whiteley, Child Nutrition Director
Jimmy Dawson, Assistant Superintendent
Emmett Whitefield, Chief Financial Officer
Brent Wilson, Director of Technology

Others Present
District Employees
Community Members

Call to Order - 5:00PM - GISD Board Room
President Dr. Barbara Herrington called the meeting to order at 5:00pm and noted that a quorum of board members was present, that the meeting was duly called, and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Convene in Closed Session under the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.
The Board convened in closed session at 5:01pm under the Texas Open Meetings Act, Chapter 551.074 deliberate the appointment, employment, evaluation, reassignment or dismissal of a public officer or employee and 551.076-deliberations regarding security devices or security audits.

Reconvene in Open Session
President Barbara Herrington reconvened in open session at 6:00pm.

Moment of Silence/Invocation
Invocation was led by Board Trustee Melanie Graft.

Pledges - U.S. Flag and Texas Flag
The U.S. & Texas Pledge were led by the kindness crew at Acton elementary school: Layla Binford, Megan Jordan and Cadence Jacobs.

DRAFT
Regular Meeting Minutes
May 15, 2023

Achievement Spotlight
GHS Principal Ross introduced the 2022-23 Valedictorian, Alexa M. and Salutatorian, Spencer B. GHS UIL Coaches C. Leatherman and T. Bodine introduced the GHS UIL Team participants whom excelled in multiple academic competitions. GHS Teacher, P. Lumbreras presented GHS student Tristen P. for his achievements in Science & Engineering, Mrs. B. Langdon introduced the BBQ Culinary Arts students and presented their achievements, GHS Coaches presented & introduced track and field athletes Kassidy K. Miller S. and Bryan H. for their significant personal achievements this year and Coach Galindo introduced two powerlifters: Brayden O. and Enrique S. for their achievements this year.

Superintendent's Report
Dr. Glenn's report highlighted current events including end of year staff awards naming the Teacher & Paraprofessional of the Year at each campus, District wide Elementary and Secondary Teachers of the Year and Employee of the Year. Shottenkirk bestowed generous gifts to the recipients as well as became our first Corporate Sponsor for the annual event. The district is 9 for 9 with perfect security audits this year. GHS graduation is coming up on Friday, May 26th at the football stadium and the last day of school, an early release day is the 25th of May.

Open Forum / Public Comments
The following individuals addressed the Board: Jennifer Kochis, Carolyn Green, Monica Brown, Jerry Dougherty, Jennifer Bloodworth, Jeanine McGregor, Dave Eagle, Nate Criswell, and Nancy Alana.

Consider Action on Items Discussed in Closed Session
A motion was made to approve staff recommendations including hiring Melissa Shipp as the new campus Principal at Steam Academy at Mambrino, teacher contracts, renewals, and resignations, as presented. This motion, made by Barbara Townsend and seconded by Mike Moore passed 7-0.

Consider Consent Agenda Items
A motion was made to approve the following items as presented: a. Meeting Minutes from the April 24, 2023 Meeting, e. Budget Amendments and f. the Purchase of a Minivan for Child Nutrition Department. This motion made by Mike Moore and seconded by Melanie Graft, passed 7-0. Mrs. Townsend listed all the district monetary gifts received from the community which totaled $11,840. Item b. was discussed and the date for the June Meeting was rescheduled to June 13, 2023. Motion was made to approve by Courtney Gore and seconded by Billy Wimberly. It passed 7-0. The Board, Dr. Glenn and Mr. Jones discussed item c. No action was taken at this time on the item and no action was taken on item d.

Action Items

Consider Approval of the CEP Child Nutrition program for the 2023-2024 school year
Director Amy Whiteley explained the CEP Child Nutrition program for the Board as well as people in attendance. Courtney Gore made a motion to approve, and Barbara Townsend seconded the motion. Approval of the program passed 7-0.

Consider approval to provide Weatherford College with a Notice of Intent to dissolve dual credit agreement and act on Approval of a dual credit partnership with Tarrant County College
Assistant Superintendent Jimmy Dawson presented the information. Superintendent Dr. Glenn spoke on the subject as well as CFO Emmett Whitefield. Billy Wimberly made the motion to approve as presented and Courtney Gore seconded the motion. The motion passed 7-0.

Consideration and possible action regarding the Annual Review of Local Board Policy
Superintendent Glenn and Board President Barbara Herrington presented the policies presented. Barbara Townsend made the motion to approve personnel name changes as recommended and Karen Lowery seconded the motion. The motion passed 7-0.

Reports
2022-2023 GISD Athletic Report
Athletic Director Dwight Butler presented the Athletic Report covering athletics detailing the significant accomplishments across multiple sports for both female and male athletes as well as the coaching staff.

Financial Statements for Period Ending April 30, 2023
Chief Financial Officer Emmett Whitefield presented the Financial Statements for period ending April 30, 2023.

Cash Flow Statements for the Period Ending April 30, 2023
Chief Financial Officer Emmett Whitefield presented the cash flow statements for the period ending April 30, 2023.

Adjourn
The meeting adjourned at 8:10pm.

_____ _____

Dr. Barbara Herrington, Board President Courtney Gore, Board Secretary

OFFICE OF SUPERINTENDENT

For:	Board of Trustees
Date:	Jun 13, 2023
Action:	Information

To:	Board of Trustees	From:	Dr. Jeremy Glenn
		RE:	TASB Policy Update 121

SUMMARY:

TASB Policy Update 121 is brought to you this month

RECOMMENDATION:

No Action Needed



Dr. Jeremy Glenn
Superintendent

Regulations Resource Manual

Update 67

(Correlates with Local Policy Manual Update 121)

What is the *Regulations Resource Manual*?

The *Regulations Resource Manual* (*RRM*) is an online collection of sample administrative regulations (also called "procedures") and exhibits (which include forms). TASB Policy Service provides the *RRM* to help superintendents develop regulations and implement board policies.

> "The duties of the superintendent include…developing or causing to be developed appropriate **administrative regulations** to implement policies established by the board of trustees…."
>
> *Texas Education Code 11.201(d)(8)*

How do I use the *RRM*?

Review the changes associated with Update 67 in the Explanatory Notes, available in this Update Packet. Download a copy of these administrative documents from the *Regulations Resource Manual* page[1] and adapt them to reflect your district's practices.

The following resources will help you get started:

- *A User's Guide to the* Regulations Resource Manual[2] (pdf)
- Tutorial video:[3] *Regulations Resource Manual*

Contact us

Contact TASB Policy Service at 800-580-7529 or 512-467-0222 if you have questions.

Disclaimer

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

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[1] *Regulations Resource Manual* page: https://classic-pol.tasb.org/Home/Index/105
[2] *A User's Guide to the Regulations Resource Manual*: https://www.tasb.org/services/policyservice/mytasb/regulations-resource-manual/documents/rrm-guide.pdf
[3] *Regulations Resource Manual* tutorial video: https://player.vimeo.com/video/177599367

Instruction Sheet

TASB Regulations Resource Manual Update 67

Regulations Resource Manual

Code	Type	Action To Be Taken	Note
C	(LEGAL)	Replace table of contents	Revised table of contents
E	(LEGAL)	Replace table of contents	Revised table of contents
EEB	(EXHIBIT)	Replace exhibit	Revised exhibit
FD	(REGULATION)	Replace regulation	Revised regulation
FD	(EXHIBIT)	Replace exhibit	Revised exhibit
FNCE	(EXHIBIT)	DELETE exhibit	See explanatory note
G	(LEGAL)	Replace table of contents	Revised table of contents
GBAA	(REGULATION)	Replace regulation	Revised regulation
GBAA	(EXHIBIT)	Replace exhibit	Revised exhibit

Explanatory Notes

TASB Regulations Resource Manual Update 67

Regulations Resource Manual

C(LEGAL) BUSINESS AND SUPPORT SERVICES

The C section table of contents has been revised to add the new code CKED, Security Personnel: Other Security Arrangements and to add for future expansion new codes addressing facility standards at CSA (Safety and Security) and CSB (Gas and Pipelines).

E(LEGAL) INSTRUCTION

The E section table of contents has been updated to add the new code EHBCA, addressing accelerated instruction. The subtitle for policy EHBC has been revised to Compensatory Services and Intensive Programs.

EEB(EXHIBIT) INSTRUCTIONAL ARRANGEMENTS: CLASS SIZE

We added additional instructions to address the notice to parents regarding class size exemption.

FD(REGULATION) ADMISSIONS

In the note on page 1, we added a cross-reference regarding admissions for students experiencing homelessness. In addition, text has been added to address when a district will verify enrollment after a student's initial enrollment in the district.

FD(EXHIBIT) ADMISSIONS

In the note on page 1, we added a cross-reference to address students experiencing homelessness.

FNCE(EXHIBIT) STUDENT CONDUCT: PERSONAL TELECOMMUNICATIONS/ELECTRONIC DEVICES

The exhibits regarding personal telecommunications and electronic devices have been deleted. Information on this topic may be found in the *Model Student Handbook*.

G(LEGAL) COMMUNITY AND GOVERNMENTAL RELATIONS

The G section table of contents has been revised to correct the subtitle for GBA, Access to Public Information.

GBAA(REGULATION) ACCESS TO PUBLIC INFORMATION: REQUESTS FOR INFORMATION

We added information to address costs involved when additional labor is requested during inspection and to clarify how a district may redact information when responding to a request.

GBAA(EXHIBIT) ACCESS TO PUBLIC INFORMATION: REQUESTS FOR INFORMATION

We added additional details at Exhibit B to clarify the instructions that address requests for information.

Please Note: *This manual does not have policies in all codes. The coding structure is common to all TASB manuals and is designed to accommodate expansion of both (LEGAL) and (LOCAL) policy topics and administrative regulations.*

SECTION C: BUSINESS AND SUPPORT SERVICES

CA	FISCAL MANAGEMENT GOALS AND OBJECTIVES
CAA	Financial Ethics
CB	STATE AND FEDERAL REVENUE SOURCES
CBA	State
CBB	Federal
CC	LOCAL REVENUE SOURCES
CCA	Bond Issues
CCB	Time Warrants
CCC	Certificates of Indebtedness
CCD	Recreational Facilities Bonds
CCE	Athletic Stadium Authority
CCF	Loans and Notes
CCG	Ad Valorem Taxes
CCGA	Exemptions and Payments
CCGB	Economic Development
CCH	Appraisal District
CD	OTHER REVENUES
CDA	Investments
CDB	Sale, Lease, or Exchange of School-Owned Property
CDBA	Revenue Bonds from Proceeds
CDC	Gifts and Solicitations
CDD	Rentals and Service Charges
CDE	Shop Sales
CDF	Royalties
CDG	Gate Receipts, Concessions
CDH	Public and Private Facilities
CE	ANNUAL OPERATING BUDGET
CEA	Financial Exigency
CF	ACCOUNTING
CFA	Financial Reports and Statements
CFB	Inventories
CFC	Audits
CFD	Activity Funds Management
CFE	Payroll Procedures
CFEA	Salary Deductions and Reductions
CFF	Checking Accounts
CFG	Cash in School Buildings
CG	BONDED EMPLOYEES AND OFFICERS

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SECTION C: BUSINESS AND SUPPORT SERVICES

CH	PURCHASING AND ACQUISITION
CHB	Petty Cash Account
CHD	Purchasing Procedures
CHE	Vendor Disclosures and Contracts
CHF	Payment Procedures
CHG	Real Property and Improvements
CHH	Financing Personal Property Purchases
CI	SCHOOL PROPERTIES DISPOSAL
CJ	CONTRACTED SERVICES
CJA	Criminal History
CK	SAFETY PROGRAM/RISK MANAGEMENT
CKA	Inspections
CKB	Accident Prevention and Reports
CKC	Emergency Plans
CKD	Emergency Medical Equipment and Procedures
CKE	Security Personnel
CKEA	Commissioned Peace Officers
CKEB	School Marshals
CKEC	School Resource Officers
CKED	Other Security Arrangements
CL	BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT
CLA	Security
CLB	Maintenance
CLC	Traffic and Parking Controls
CLD	Records and Reports
CLE	Flag Displays
CM	EQUIPMENT AND SUPPLIES MANAGEMENT
CMA	Receiving and Warehousing
CMB	Authorized Uses of Equipment and Supplies
CMD	Instructional Materials Care and Accounting
CN	TRANSPORTATION MANAGEMENT
CNA	Student Transportation
CNB	District Vehicles
CNBA	Bus Maintenance
CNC	Transportation Safety
CO	FOOD AND NUTRITION MANAGEMENT
COA	Procurement
COB	Free and Reduced-Price Meals
COC	Vending Machines

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SECTION C: BUSINESS AND SUPPORT SERVICES

CP	OFFICE MANAGEMENT
CPA	Office Communications
CPAA	Printing and Duplicating
CPAB	Mail and Delivery
CPAC	Telephone
CPC	Records Management
CQ	TECHNOLOGY RESOURCES
CQA	District, Campus, and Classroom Websites
CQB	Cybersecurity
CQC	Equipment
CR	INSURANCE AND ANNUITIES MANAGEMENT
CRA	Property Insurance
CRB	Liability Insurance
CRD	Health and Life Insurance
CRE	Workers' Compensation
CRF	Unemployment Insurance
CRG	Deferred Compensation and Annuities
CS	FACILITY STANDARDS
CSA	Safety And Security
CSB	Gas And Pipelines
CT	FACILITIES PLANNING
CV	FACILITIES CONSTRUCTION
CVA	Competitive Bidding
CVB	Competitive Sealed Proposals
CVC	Construction Manager-Agent
CVD	Construction Manager-at-Risk
CVE	Design-Build
CVF	Job Order Contracts
CW	NAMING FACILITIES
CX	CONTRACTS FOR FACILITIES
CY	INTELLECTUAL PROPERTY

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SECTION E: INSTRUCTION

EA INSTRUCTIONAL GOALS AND OBJECTIVES

EB SCHOOL YEAR

EC SCHOOL DAY

ED ORGANIZATION OF INSTRUCTION

EE INSTRUCTIONAL ARRANGEMENTS
- EEA Grouping for Instruction
- EEB Class Size
- EEC Scheduling for Instruction
- EED Student Schedules
- EEH Homebound Instruction
- EEJ Individualized Learning
- EEL Contracts with Outside Agencies
- EEM Juvenile Residential Facilities
- EEP Lesson Plans

EF INSTRUCTIONAL RESOURCES
- EFA Instructional Materials
- EFB Library Materials

EH CURRICULUM DESIGN
- EHA Basic Instructional Program
  - EHAA Required Instruction (All Levels)
  - EHAB Required Instruction (Elementary)
  - EHAC Required Instruction (Secondary)
  - EHAD Elective Instruction
- EHB Special Programs
  - EHBA Special Education
    - EHBAA Identification, Evaluation, and Eligibility
    - EHBAB ARD Committee and Individualized Education Program
    - EHBAC Students in Non-District Placement
    - EHBAD Transition Services
    - EHBAE Procedural Requirements
    - EHBAF Video/Audio Monitoring
  - EHBB Gifted and Talented Students
  - EHBC Compensatory Services and Intensive Programs
    - EHBCA Accelerated Instruction
  - EHBD Federal Title I
  - EHBE Bilingual Education/ESL
  - EHBF Career and Technical Education
  - EHBG Prekindergarten

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SECTION E: INSTRUCTION

EHBH	Other Special Populations
EHBI	Adult and Community Education
EHBJ	Innovative and Magnet Programs
EHBK	Other Instructional Initiatives
EHBL	High School Equivalency
EHBM	Travel Study
EHBN	Honors
EHD	Alternative Methods for Earning Credit
EHDA	Summer School
EHDB	Credit by Examination with Prior Instruction
EHDC	Credit by Examination without Prior Instruction
EHDD	College Course Work/Dual Credit
EHDE	Distance Learning
EHDF	Local Remote Learning Program
EI	ACADEMIC ACHIEVEMENT
EIA	Grading/Progress Reports to Parents
EIAA	Examinations
EIAB	Makeup Work
EIB	Homework
EIC	Class Ranking
EID	Honor Rolls
EIE	Retention and Promotion
EIF	Graduation
EK	TESTING PROGRAMS
EKB	State Assessment
EKBA	English Learners/Emergent Bilingual Students
EKC	Reading Assessment
EKD	Mathematics Assessment
EL	CAMPUS OR PROGRAM CHARTERS
ELA	Partnership Charters
EM	MISCELLANEOUS INSTRUCTIONAL POLICIES
EMA	Academic Freedom
EMB	Teaching About Controversial Issues
EMD	Ceremonies and Observances
EMG	Non-Service Animals
EMI	Study of Religion

Note to administrator: Education Code 25.113 requires that written notice be provided to parents in bold or underlined print and be included in a regular mailing or other communication from the campus, which may include communication sent home with students. Information about notifying parents may be found on TEA's website.[1]

A notice must be provided no later than the 31st day after the first day of the school year or after the date the exception is granted, if granted after the beginning of the school year. [See EEB(LEGAL)]

Notice of Class Size Exception

Date: _____

Dear Parent:

The Texas Education Agency has granted an exception to the state law limiting class size for _____ School District so that your child's _____ *(specific subject or grade, as appropriate)* class may have more students for this semester.

There will be _____ *(number)* students in the class.

If you have any questions regarding this issue, please feel free to contact the District at _____ *(principal's phone number)*.

Sincerely,

_____
Principal

[1] TEA: Maximum Class Size Exceptions:
https://tea.texas.gov/texas-schools/waivers/state-waivers/maximum-class-size-exceptions

Note: See FFC regarding support services for students in foster care. See FDC regarding admissions for students experiencing homelessness.

See the Department of Family and Protective Services (DFPS) website[1] for the Authorization Agreement for Voluntary Adult Caregiver form and Instructions (under State of Texas Forms) and the Placement Authorization Foster Care/Residential Care form 2085FC (under DFPS Forms).

Admission Information

The District requires completion of a form containing information on each student seeking admission. [See FD(EXHIBIT)] If the student is a minor not living with a parent, guardian, or other person having lawful control of the student, the District will verify that the student's presence in the District is not for the primary purpose of participation in an extracurricular activity.

Prekindergarten and Kindergarten

A parent or guardian may request that a child be enrolled in prekindergarten or kindergarten because the student was eligible to enroll in the previous school year but did not enroll and has not yet been enrolled in the subsequent grade level [see FD(EXHIBIT)—I]. A parent or guardian may also request that a child repeat prekindergarten or kindergarten [see EIE(EXHIBIT)—A].

Retention Committee

If the District or campus principal disagrees with the parent's or guardian's election, then the campus principal must convene a retention committee in accordance with requirements under law to meet with the parent or guardian to discuss the request. [See FD(EXHIBIT)—J]

Designation of Person Standing in Parental Relation

The District will request that a power of attorney or an authorization agreement, as provided by Chapter 34 of the Family Code, be provided for any student not currently residing with a parent, guardian, or managing conservator. [See FD(EXHIBIT)—E] The District will establish a timeline for the completion and return of the power of attorney or the authorization agreement, as well as establish a procedure for waiving this request when the Superintendent determines that a student's circumstances preclude compliance.

A person enrolling a child in the conservatorship of the state (foster care) may provide as legal authority for enrollment either a DFPS Placement Authorization Foster Care/Residential Care form 2085FC or a court order naming DFPS as temporary or permanent managing conservator of a child.

Schools will keep all information regarding a student's status as a youth in foster care confidential, with secure access, and will share such information with other school personnel only on a need-to-know basis.

Verification of Age

The principal must verify the age of each student enrolling in the District for the first time. If a birth certificate is not available, the principal may accept other documents as proof of a student's age.

[Review your FD(LOCAL). If examples of documentation that may be used to verify residency are included in District policy, delete the list below. If examples of residency documentation are not included in policy, adjust the list below to include types of documentation accepted by the District.]

Proof of Residency

Initial Enrollment

At the time of registration, the parent, guardian, or other person having lawful control of the student under order of a court must present proof of residency in the District as required by law.

Examples of documentation that may be used to verify residency include:

1. A current lease agreement or mortgage statement;
2. The most recent tax receipt indicating home ownership;
3. A current utility bill; or
4. A government-issued photo identification card.

For a student living separate and apart from his or her parent, guardian, or other person having lawful control under order of a court, the adult District resident with whom the student resides must provide proof of residency in the same manner as a parent.

For a nonresident student whose resident grandparent provides a substantial amount of after-school care, the grandparent must provide proof of residency in the same manner as a parent.

Continued Enrollment

After a student's initial enrollment, the District will verify residency _____ *(e.g., annually, periodically)* and may investigate stated residency as necessary.

Verification of Residency Information

In accordance with law, the District may make reasonable inquiries to determine whether the student is a resident of the District, including when a document submitted for purposes of proving residency is not in the name of the adult who is enrolling the student. Based on an individual's circumstance, the District may grant exceptions to the requirement to produce a document listed above. When required by law, the District will waive the requirement to prove residency in the District boundaries.

Exceptions

Victims of Family Violence, Sexual Assault, or Stalking

Proof of a student's residency will be waived when the student or the student's parent or guardian is a participant in the attorney general's address confidentiality program for victims of family violence, sexual assault, or stalking. The District must accept a substitute post office box address designated by the attorney general in place

of the residential, work, and/or school address if it is presented by a parent or student participating in the program. Information on the Address Confidentiality Program[2] can be found on TEA's website.

Homeless Students

Proof of a student's residency will be waived when the student is homeless as defined by law. [See FDC]

[Include this optional text if the Board has established substantial-care criteria based on a set amount of time per week.]

Substantial Care by Resident Grandparent

Proof of a student's residency will be waived when the student is a nonresident for whom a resident grandparent provides a substantial amount of after-school care, as approved by the Board. [See FD(LOCAL)] The student may continue in enrollment as long as the grandparent provides the level of care established by the Board.

The Superintendent has authority to waive these requirements on the basis of a student's extenuating circumstances, in accordance with Board action. [See FD(EXHIBIT)—C]

Coordination with District Liaisons

Schools receiving information indicating that an enrolling student may be homeless or in foster care will notify the District's homelessness liaison or foster care liaison. [See FFC and FDC]

Withdrawal Procedures

When a student under age 18 withdraws from school, the parent or guardian must submit a written request to the principal, specifying the reasons for withdrawal and the final day the student will be in attendance. A student who is age 18 or older, who is married, or who has been declared by a court to be an emancipated minor may withdraw without parental signature.

If possible, three days' notice should be given to provide teachers time to compute grades and clear all records.

The principal will officially withdraw the student from school.

Note: For withdrawal for nonattendance or withdrawal to home school, see FEA.

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[1] Texas Department of Family and Protective Services/Find a Form: https://www.dfps.state.tx.us/site_map/forms.asp
[2] Address Confidentiality Program: https://tea.texas.gov/About_TEA/Government_Relations_and_Legal/Address_Confidentiality_Program

Note: A District may accept a parent or guardian request for a student to enroll in prekindergarten or kindergarten that is submitted to the District on a form provided by TEA or on the form provided by the District at FD(EXHIBIT)—I.

See FFC regarding support services for students in foster care. See FDC regarding students experiencing homelessness.

An Affidavit of Student Admission Information (For Participants in Address Confidentiality Program)[1] can be found on TEA's website.

A Request for Food Allergy Information can be found in the Guidelines for the Care of Students With Food Allergies at Risk for Anaphylaxis.[2]

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[1] Affidavit of Student Admission Information (For Participants in Address Confidentiality Program): https://tea.texas.gov/about-tea/government-relations-and-legal/address-confidentiality-program
[2] Guidelines for the Care of Students With Food Allergies at Risk for Anaphylaxis: https://www.dshs.texas.gov/sites/default/files/schoolhealth/pdf/FINAL%20Guidelines%20for%20Food%20Allergies%203.2023.pdf

Exhibit A—Affidavit of Student Admission Information (for Student Living Separate and Apart from Parent or Guardian)

Notice to person enrolling the student: A person who knowingly falsifies information on a form required for a student's enrollment in a school district is liable to the district for tuition or other costs, as provided in Texas Education Code 25.001(h), if the student is not eligible for enrollment but is enrolled on the basis of the false information. In addition, presenting false information or false records is a criminal offense under Texas Penal Code 37.10.

Students meeting the definition of an unschooled asylee or refugee [see EKBA] are eligible for certain exemptions from state testing. If you are enrolling a student who meets the definition of an unschooled asylee or refugee, please provide information about that status to the administration.

My name is _____. I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

_____ *(name of student)* seeks admission as a student to _____ School District.

The student is ____ *(number of)* years of age on September 1 of this scholastic year.

The student currently resides at:

_____

The name and address of the parent or legal guardian of the student are:

_____

_____

My relationship to the student is: _____

The student's presence in _____ School District is not for the primary purpose of participation in extracurricular activities. The student has established a residence separate and apart from the student's parent, guardian, or other person having lawful control of the student under order of a court.

The student:

1. Has not engaged in conduct or misbehavior that has resulted in removal to a disciplinary alternative education program or expulsion within the preceding year;
2. Has not engaged in delinquent conduct or conduct in need of supervision and is not on probation or other conditional release for such conduct; and
3. Has not been convicted of a criminal offense and is not on probation or other conditional release.

Name of affiant (*print or type*): _____

Affiant's signature: _____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, _____ *(insert the name and character of the officer),* on this day personally appeared _____ *(name),* known to me (or proved to me on the oath of _____ or through _____ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office on this the ____ *(date)* day of _____ *(month)*, _____ *(year)*.

_____
Notary Public, State of Texas

Note: Separate copies of this form should be completed and signed by the student's parent and by the adult with whom the student is residing in the District.

Exhibit B—Affidavit of Student Admission Information (for Student Residing with Parent, Guardian, or Other Person Having Lawful Control of the Student Under Order of a Court)

Notice to person enrolling the student: A person who knowingly falsifies information on a form required for a student's enrollment in a school district is liable to the district for tuition or other costs, as provided in Texas Education Code 25.001(h), if the student is not eligible for enrollment but is enrolled on the basis of the false information. In addition, presenting false information or false records is a criminal offense under Texas Penal Code 37.10.

Students meeting the definition of an unschooled asylee or refugee [see EKBA] are eligible for certain exemptions from state testing. If you are enrolling a student who meets the definition of an unschooled asylee or refugee, please provide information about that status to the administration.

(To be completed by the parent or guardian or other person having lawful control of the student.)

My name is _____. I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

_____ *(name of student)* seeks admission as a student to _____ School District.

The student is ____ *(number of)* years of age on September 1 of this scholastic year.

The student currently resides at:

_____

The name and address in the District of the student's parent, legal guardian, or other person having lawful control of the student under order of a court:

_____

_____

The student (is) (is not) currently under an order for placement in an alternative education program or under an expulsion order. If the child is under any such order, please provide an explanation or a copy of the order.

_____

_____

Name of affiant *(print or type)*: _____

Affiant's signature: _____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, _____ *(insert the name and character of the officer),* on this day personally appeared _____ *(name),* known to me (or proved to me on the oath of _____ or through _____ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office on this the ____ *(date)* day of _____ *(month)*, _____ *(year)*.

_____
Notary Public, State of Texas

Exhibit C—Resolution of the Board Regarding Substantial Care by a Resident Grandparent

WHEREAS, Texas Education Code 25.001(b)(9) requires the District to admit a nonresident student into the District if the grandparent resides in the District and provides a substantial amount of after-school care for the student as determined by the Board,

NOW, THEREFORE, BE IT RESOLVED that for the purposes of admitting a student under this provision, the Board of _____ School District defines a substantial amount of after-school care as at least _____ *(number of)* hours per school day for _____ *(number of)* days during the regular school week;

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent to waive the Board-adopted substantial care definition on the basis of a student's extenuating circumstances. For a student who does not meet the Board-adopted substantial-care definition above, the Superintendent will consider the following criteria, including but not limited to:

1. The number of hours in a typical school day the grandparent provides after-school care;
2. The number of days in a typical school week the grandparent provides after-school care;
3. The scheduling and commuting needs of the student's parent;
4. Any unique medical and/or developmental needs of the student; and
5. Any other relevant issues.

Adopted this ____ *(date)* day of _____ *(month)*, _____ *(year)*, by the Board.

Board President's signature: _____

Board Secretary's signature: _____

Exhibit D—Affidavit of Student Admission Information (for Nonresident Student in a Grandparent's After-School Care)

Notice to person enrolling the student: A person who knowingly falsifies information on a form required for a student's enrollment in a school district is liable to the district for tuition or other costs, as provided in Texas Education Code 25.001(h), if the student is not eligible for enrollment but is enrolled on the basis of the false information. In addition, presenting false information or false records is a criminal offense under Texas Penal Code 37.10.

Students meeting the definition of an unschooled asylee or refugee [see EKBA] are eligible for certain exemptions from state testing. If you are enrolling a student who meets the definition of an unschooled asylee or refugee, please provide information about that status to the administration.

(To be completed by the parent or guardian.)

I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

My name is _____ *(name)*. I am the parent or legal guardian of _____ *(name)*, for whom I am requesting admission to _____ School District under Education Code 25.001(b)(9).

This student and I reside at _____ in _____ School District. My phone number is _____.

This student is ____ *(number of)* years of age on September 1 of this scholastic year and currently attends _____ *(name of campus)* in that district.

This student's grandparent, _____ *(name)*, will provide my child after-school care as follows:

1. Actual hours per day: _____ a.m./p.m. to _____ a.m./p.m.
2. Number of school days per week: _____
3. Months that the student's grandparent will provide this care: _____

I agree to notify the Superintendent within three school days of any changes to the after-school care described above.

I *(do) (do not)* authorize the employees of _____ School District to contact the student's grandparent identified below for nonemergency purposes. Contact for emergency purposes will be as I have indicated on the District's Emergency Contact Information Card.

Name of affiant *(parent/guardian) (print or type)*: _____

Affiant's signature: _____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, _____ *(insert the name and character of the officer),* on this day personally appeared _____ *(name),* known to me (or proved to me on the oath of _____ or through _____ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office on this the ____ *(date)* day of _____ *(month)*, _____ *(year)*.

_____
Notary Public, State of Texas

(To be completed by the grandparent who will provide after-school care.)

I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

1. My name is _____. I am the grandparent of this child.
2. I reside at _____ *(physical address)* in _____ School District. My telephone number is _____.
3. I will assume responsibility for the supervision of this child for the purpose of providing after-school care as described above. I agree to notify the Superintendent within three school days of any changes to the after-school care described above.

Name of affiant *(grandparent) (print or type)*: _____

Affiant's signature: _____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, _____ *(insert the name and character of the officer),* on this day personally appeared _____ *(name),* known to me (or proved to me on the oath of _____ or through _____ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed. GIVEN under my hand and seal of office on this the _____ *(date)* day of _____ *(month)*, _____ *(year)*.

_____
Notary Public, State of Texas

Exhibit E—Letter Requesting Power of Attorney or Authorization Agreement

Date: _____

Dear parent/guardian:

I understand that you wish to have your child reside with an adult other than his or her parent, legal guardian, or managing conservator and attend school in _____ School District. The District requires that a Power of Attorney or an Authorization Agreement for a nonparent caregiver be provided, clarifying which adult will be responsible for your child.

For this purpose, two forms are referenced below:

- A sample Power of Attorney. [See Exhibit F] Please note that you are not required to use this particular sample, although it does contain those items the District requires to be included in a Power of Attorney. This Power of Attorney is revocable at any time, and the District should be notified within five days of such revocation. Also note that the duration of this Power of Attorney is for the current school year only.
- An authorization agreement[1] may be found on the Texas Department of Family and Protective Services website. An authorization agreement is revocable at any time. The District should be notified within five days of revocation, expiration, or any changes made to the authorization agreement.

If you have any questions, please do not hesitate to call the office of the Superintendent at _____ *(phone number)*.

Sincerely,

_____
District Representative

[1] Authorization Agreement for Voluntary Adult Caregiver form and instructions (under State of Texas forms): https://www.dfps.state.tx.us/site_map/forms.asp

Exhibit F—Power of Attorney

STATE OF TEXAS

COUNTY OF _____

KNOW ALL BY THESE PRESENTS:

That I, _____ *(parent)* of _____ *(street address)* _____ *(city, state, zip)*, do hereby appoint _____ *(name of attorney-in-fact)* as my true and lawful attorney-in-fact for me and in my name, place, and stead to take any and all actions and exercise any and all powers that I could take or exercise for the purpose of my child, _____ *(name),* in attendance in _____ School District as set forth below.

The following acts and powers are granted by this Power of Attorney:

1. To receive and discuss the student's class work with appropriate District employees.
2. To examine and receive copies of the student's _____ School District records and report cards.
3. To give permission for the student's participation in various activities such as, but not limited to, field trips and other student travel.
4. To be notified concerning medical problems and to give consent for the care and treatment of the student.
5. To be notified and consulted concerning the student's attendance and tardiness.
6. To give permission for any disciplinary actions involving the student by District employees.
7. To perform any other duties, responsibilities, and privileges normally afforded to the parents of students in the District.

I hereby ratify and confirm whatever such attorney-in-fact will and may do on behalf of the student by virtue of this Power of Attorney. This Power of Attorney may be voluntarily revoked in writing. A copy of any written revocation will be delivered to _____ School District within five calendar days of revocation. I declare that all powers given to my attorney-in-fact will be exercisable by my attorney-in-fact only for the _____ school year, unless sooner revoked in writing.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ *(date)* day of _____ *(month)*, _____ *(year)*.

Parent's signature: _____

STATE OF TEXAS

COUNTY OF _____

BEFORE ME, _____ *(insert the name and character of the officer),* on this day personally appeared _____ *(name),* known to me (or proved to me on the oath of _____ or through _____ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office on this the _____ *(date)* day of _____ *(month)*, _____ *(year)*.

_____
Notary Public, State of Texas

Exhibit G—Notice of Revocation of Power of Attorney or Authorization Agreement

Note: A copy of your original Power of Attorney or Authorization Agreement must be submitted with this notice.

Date: _____

This notice is to inform _____ School District that the Power of Attorney or Authorization Agreement, attached, for _____ *(student's name)* has been revoked, effective _____ *(date)*.

Parent's name *(print)*: _____

Parent's signature: _____

Exhibit H—Request for Information on Military-Connected Students

Education Code 25.006 requires the District to collect data related to students with connections to the military to submit to the Texas Education Agency. Please complete the following form, sign at the bottom, and return to your child's school.

Student's name *(print)*: _____

Student ID number: _____

(Check all that apply)

For students in kindergarten–grade 12:

- ☐ Student is a dependent of an active duty member of the U.S. military.
- ☐ Student is a dependent of a current member of the Texas National Guard.
- ☐ Student is a dependent of a current member of a reserve force in the U.S. military.
- ☐ Student is a dependent of a former member of one of the following:
  - ☐ U.S. military;
  - ☐ Texas National Guard (Army, Air Guard, or State Guard); or
  - ☐ A reserve force in the U.S. military.
- ☐ Student was a dependent of a member of the military or reserve force in the U.S. military who was killed in the line of duty.
- ☐ Student is not a military-connected student as defined above.

[Include this section if your District has a prekindergarten program to follow Education Code 29.153.]

For prekindergarten students:

- ☐ A dependent of an active duty member of the armed forces of the United States including the state military forces or a reserve component of the armed forces who is ordered to active duty by proper authority.
- ☐ The child is a member of the armed forces of the United States including the state military forces or a reserve component of the armed forces who is injured or killed while serving on active duty.

Note: A student remains eligible for enrollment if the child's parent or guardian leaves the armed forces or is no longer on active duty after the child begins a prekindergarten class.

Parent's or guardian's signature: _____ Date: _____

Exhibit I—Parent Election Form for Student to Enroll in Prekindergarten or Kindergarten

Note to administrator: Subject to certain legal requirements, the parent or guardian of a child may make an election in writing to the District to request for the child to be enrolled in prekindergarten or kindergarten under certain circumstances. [See FD and EIE] The parent or guardian may submit a request form provided by TEA or this form provided by the District. If the District disagrees with the parent's or guardian's election, the District must take certain action required by law.

Note: As authorized by law, a parent or guardian may choose to enroll a child in prekindergarten or kindergarten if the child was eligible for enrollment the previous school year but did not enroll and has not yet enrolled, respectively, in kindergarten or first grade for the upcoming school year. The parent or guardian must make the election in writing. If the District does not agree with a parent's or guardian's election, then the District will convene a retention committee to meet with the parent or guardian either in person or through an alternative means agreeable to the parent or guardian.

The District retention committee will discuss the merits of and/or concerns with the parent's or guardian's enrollment election, and review and consider any available academic information.

If the parent or guardian does not meet with the committee, the student will be enrolled in accordance with the student's eligibility under law and local policy for regular admissions. After participating in the committee meeting, the parent or guardian may decide whether to keep or change the original selection of enrollment for the student. The District will abide by the parent's or guardian's final decision. Please contact the campus principal with any questions.

As authorized by state law, I, _____, *(print parent or guardian name)* hereby request that my child _____ *(print name of child)*:

Please check one of the following.

☐ Be enrolled in prekindergarten because my child was eligible to enroll in prekindergarten last school year under Education Code 29.153(b) and has not yet been enrolled in kindergarten.

☐ Be enrolled in kindergarten because my child was eligible to enroll in kindergarten last school year and has not yet been enrolled in first grade.

Current campus, if applicable: _____

Parent's or guardian's printed name: _____

Parent's or guardian's relationship to the child: _____

Parent or guardian signature: _____

Date: _____

For District's Internal Use Only

District granted request without disagreement:	☐ Yes (If District grants the request, no further action is necessary.) ☐ No (If District disagrees with the request, refer to campus retention committee.)
Date and method of parent/guardian notification about retention committee meeting:	
Date of the meeting:	
Parent/guardian attended meeting:	☐ Yes ☐ No
Grade level placement recommended by retention committee:	
Parent/guardian agreement with retention committee recommendation:	☐ Yes ☐ No
Final enrollment action by the District after retention committee meeting:	

Exhibit J—District Response Form to Parent Request to Enroll Student in Prekindergarten and Kindergarten

Note to Administrator: This sample form is not required by law but may be modified for use by a campus administrator whenever a retention committee has been convened as required by law because the District is concerned about a parent's or guardian's election [see FD(EXHIBIT)—I] to enroll a child in prekindergarten or kindergarten instead of, respectively, kindergarten or first grade. After participating in the committee meeting and discussion, the parent or guardian is authorized by law to decide whether to enroll the student in the grade level originally elected on the selection form and the District must abide by the parent's or guardian's final decision. If the parent or guardian does not meet with the retention committee as requested, the District will enroll the child in accordance with the student's eligibility under law and local policy for regular admissions. If the District has no objections to the parent's or guardian's election for enrollment, a retention committee is not required, and this form will not be necessary.

Date: _____

Dear parent or guardian of _____ *(insert child's name)*:

We received your request to enroll your child in: *(check one)*

☐ Prekindergarten

☐ Kindergarten

Instead of: *(check one)*

☐ Kindergarten

☐ First grade

We have concerns about your request. Therefore, as required by law, we are convening a retention committee to review your request. We would like to meet with you on _____ *(date)* at _____ *(location)* beginning at _____ *(time)*.

If this does not work for you, please contact us to reschedule this meeting or make alternative meeting arrangements.

The retention committee will be composed of the following individuals as required by law:

- You, the student's parent or guardian, or other parent or guardian;
- The principal or the principal's designee: _____; and
- The teacher who taught the grade in which the parent wants the student enrolled: *(check one)*

  ☐ Prekindergarten

  ☐ Kindergarten

The retention committee will address the following topics as required by law:

- Discuss the merits of and concerns with retention in: *(check one)*
  - ☐ Prekindergarten
  - ☐ Kindergarten
- Review and consider any available academic information to determine the student's academic readiness for the next grade of: *(check one)*
  - ☐ Kindergarten
  - ☐ First grade

You will have the opportunity after you have participated in this meeting to decide whether you wish to enroll your child in the grade you have selected for your child. The District must abide by your decision at that time. If you do not meet with the District as requested, the District will enroll the child in accordance with the student's eligibility under law and local policy for regular admissions.

Please do not hesitate to contact the campus principal with any questions.

Sincerely,

_____

Principal

Please Note: *This manual does not have policies in all codes. The coding structure is common to all TASB manuals and is designed to accommodate expansion of both (LEGAL) and (LOCAL) policy topics and administrative regulations.*

SECTION G: COMMUNITY AND GOVERNMENTAL RELATIONS

GA	ACCESS TO PROGRAMS, SERVICES, AND ACTIVITIES
GB	PUBLIC INFORMATION PROGRAM
GBA	Access to Public Information
GBAA	Requests for Information
GBB	School Communications Program
GBBA	News Media Relations
GC	PUBLIC NOTICES
GE	RELATIONS WITH PARENT ORGANIZATIONS
GF	PUBLIC COMPLAINTS
GK	COMMUNITY RELATIONS
GKA	Conduct on School Premises
GKB	Advertising and Fundraising
GKC	Visitors
GKD	Nonschool Use of School Facilities
GKDA	Distribution of Nonschool Literature
GKE	Business, Civic, and Youth Groups
GKF	Cultural Institutions
GKG	School Volunteer Program
GN	RELATIONS WITH EDUCATIONAL ENTITIES
GNA	Other Schools and Districts
GNB	Regional Education Service Centers
GNC	Colleges and Universities
GND	State Education Agency
GNE	Education Accreditation Agencies
GR	RELATIONS WITH GOVERNMENTAL ENTITIES
GRA	State and Local Governmental Authorities
GRAA	Law Enforcement Agencies
GRAC	Juvenile Service Providers
GRB	Interlocal Cooperation Contracts
GRC	Emergency Management

Note: The Office of the Attorney General of Texas provides the *Public Information Act Handbook*.[1]

The temporary suspension of the requirements of the Public Information Act (PIA) (Government Code Chapter 552) when a governmental body is impacted by a catastrophe is found in Government Code 552.2325. In order to suspend the requirements of the PIA, a district must provide notice to the Office of the Attorney General and post certain information on the District's website. A copy of the catastrophe notice[2] can be found on the Office of the Attorney General's website.

See FL for Parent Access to Student Information.

Persons desiring to review information maintained by the District and classified as public information must submit their requests in writing. Requests may be made in any legible form, including on a form provided by the District [see GBAA(EXHIBIT)—A]. The request must reasonably identify the information desired to be inspected or copied.

[Include this additional paragraph if the District allows the use of the attorney general's public information request form. If adding this paragraph, the District must also post the attorney general's form on the District's website.]

A request may also be made by submitting to the District the completed *Public Information Request Form*[3] from the attorney general, available on the attorney general's website.

Note to administrator: Choose Option 1 below if the District has designated a mailing address and email address for receiving public information requests. Choose Option 2 below if the District has not made such a designation to receive public information requests.

[Option 1: District has designated a mailing address and email address for receiving public information requests.]

The District has designated the following mailing and email addresses to receive written requests for public information:

[Match these addresses with the addresses published on the District's website or required PIA sign.]

Mailing address: _____

Email address: _____

The above designated addresses have also been published on the District's website or required PIA sign. Therefore, the District will not respond to a written request for public information that is not received at one of the above addresses, by hand delivery, or by a method approved by the District as indicated on the District's website or required PIA sign.

[Option 2: District has not designated a mailing address and email address for receiving public information requests.]

The District will accept public information requests submitted to the District by any of the following methods:

- By mail;
- By hand delivery;
- By email; or
- By _____ *(insert any other additional methods, for example, fax or online submission form, that have been approved by the District and published as an approved method on the District's website or required PIA sign)*.

Requester Identification

The requester's name and a method of contact to provide responsive information must appear on the request. The District may require a photo identification card, such as a driver's license, to verify the person's identity prior to disclosing certain information, such as unredacted information available under special rights of access.

Requests will be handled in the order in which they are received. If the District cannot determine the actual receipt date of a request properly submitted by U.S. mail, the request is considered to have been received on the third business day after the postmark date.

Waiver of Charges

A schedule of charges for any requested copies of information will be made available to all requesters.

As allowed by law, the District will waive charges under $_____ *(insert amount of waiver as determined by the District)* due to the cost of collection exceeding the amount that would be collected.

[Add the below paragraph if the Board has adopted provisions on charging for personnel time for large or frequent requests. See GBAA(LOCAL)]

Unless the requester is exempted by law, the District will charge for additional personnel time spent producing information after District personnel have spent 36 hours of time during the District's fiscal year or 15 hours of time during a one-month period. The District will keep track of the time spent in complying with each request. The District will provide each requester with a statement detailing the time spent in complying with each request and the cumulative amount of time the requester has accrued towards the established limit. [See GBAA(LOCAL)]

Information Unavailable

In the event the requested information is not available at the time of the request due to active use or being in storage, the officer for public information will notify the requester in writing and will set a date and hour when the requested information will be available. If the requested information cannot be made available within ten business days after receipt of the request, the officer for public information will notify the requester of that fact in writing and will set a date and hour within a reasonable time when the information will be available. [See GBAA(EXHIBIT)—B]

Designated Inspection Area and Hours

Persons inspecting information may do so only in a designated inspection area, with a District employee available for assistance. Information may be inspected during regular District business hours and may not be removed from District premises or placed onto non-District devices.

Labor During Inspection Not Required

The District is not required to manipulate, compile, or extract information beyond what has been made available at the inspection. For example, the District may present information in the manner maintained by the District and not in a specific manner sought by the requester. The requester may make a new request for copies or additional labor with regard to the information inspected, and the District will provide a new statement of charges for the new request.

Copy Limit During Inspection

The officer for public information may limit the number of pages that can be copied and supplied during a person's visit if the number of copies requested is beyond the reasonable capacity of the available personnel and machines. Copies in excess of the number that can be provided during a single visit may be provided to the requester at a later time and in accordance with applicable cost rules.

Responding to a Request

If the District is required by law to redact information made confidential by law or wishes to redact other information from data or documents it is releasing to the public, it must generally seek the decision[4] of the attorney general unless it is relying on a previous attorney general determination to redact information.

Redacting Information

In addition to previous determinations, a district does not need to request an attorney general decision if it is redacting information under sections of the PIA that give the District explicit permission to redact information without requesting an attorney general decision if certain conditions under the PIA are met. These sections include:

- Student record information (Government Code 552.114);
- Social security numbers (Government Code 552.147);
- Certain personal information of a current or former District employee if an election of confidentiality is made in compliance with Government Code 552.024 (Government Code 552.117);
- Certain personal information of a current or former Board member, held by the District in an employment capacity, if an election of confidentiality is made in compliance with Government Code 552.024 (Government Code 552.117);
- Motor vehicle record information (Government Code 552.130);
- Account and access device numbers, including credit cards, debit cards, or charge cards (Government Code 552.136);
- Family violence shelter center, victims of trafficking shelter center, and sexual assault program information (Government Code 552.138);
- Certain personal information of enumerated individuals, including peace officers and elected public officers, if an election of confidentiality is made in compliance with Government Code 552.1175 (Government Code 552.1175);

- Certain personal information of enumerated individuals, including peace officers and elected public officers, held by the District in a non-employment capacity, if an election of confidentiality is made in compliance with Government Code 552.1175 (Government Code 552.1175); and
- Specific categories of information that can be withheld by all governmental bodies without the necessity of requesting an attorney general decision as previously determined by the attorney general, including direct deposit forms; employment forms I-9, W-2, W-4; fingerprints; peace officer L-2 and L-3 declarations; and Form DD-214 or other military discharge records (Atty. Gen. ORD 684).

When redacting information covered by Government Code sections 552.024, .1175, .130, .136, and .138, the District will provide requesters the information required by the attorney general, including specific form notice,[5] which can be accessed at the website of the Office of the Attorney General, as applicable.

A request to the attorney general for a ruling may not be needed when the District is relying on a previous determination about responsive information.

When redacting information as expressly authorized by a previous determination that is specific to the District or that applies to all governmental bodies, the District will notify the requester in writing of the applicable decision or ruling.

When redacting information as expressly authorized by the PIA and for which the attorney general does not provide a form notice, the District will provide a statement about the applicable legal authority.

[See GBAA(EXHIBIT)—B]

Unless expressly authorized by law, the District will submit a written request to the attorney general for a written decision when seeking to redact or withhold access to requested information.

Information on Personal Devices

If the District's officer for public information is aware of facts sufficient to warrant a reasonable belief that a former or current District employee or Board member has possession, custody, or control of requested information subject to disclosure, and that information has not been provided to the District by the employee or Board member, the officer will make reasonable efforts to obtain the information without which the District cannot comply with duties imposed by the PIA.

Reasonable efforts may include:

- Verbal directive;
- Written directive;
- Remote access retrieval from District-owned devices and services in accordance with law and policy; and

[Insert any additional methods of reasonable and lawful access the District will use.]

- _____.

[See BBI, CQ, GB]

Failure to surrender or return the requested information may result in disciplinary action or other actions allowed by law.

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[1] Public Information Act Handbook: https://www.texasattorneygeneral.gov/sites/default/files/files/divisions/open-government/publicinfo_hb.pdf
[2] Catastrophe Notice: https://www.texasattorneygeneral.gov/node/add/catastrophe_notice
[3] Public Information Request Form: https://www.texasattorneygeneral.gov/open-government/governmental-bodies/responding-pia-request/public-information-request-form
[4] Responding to a PIA Request: https://www.texasattorneygeneral.gov/open-government/governmental-bodies/responding-pia-request
[5] Redacting Public Information Rules and Forms: https://www.texasattorneygeneral.gov/open-government/governmental-bodies/responding-pia-request/redacting-public-information

Note: Please refer to the *Public Information Act Handbook*[1] from the Office of the Attorney General to view additional forms, including a step-by-step guide to Public Information Act Deadlines for Governmental Bodies (Part Seven), and a sample Notice Statement to Persons Whose Proprietary Information is Requested (Part Eight). See GBA(EXHIBIT)—A for a sample form regarding Board Member Election of Confidentiality for Certain Personal Information.

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[1] Public Information Act Handbook: https://www.texasattorneygeneral.gov/sites/default/files/files/divisions/open-government/publicinfo_hb.pdf

Exhibit A—Request for Information Form

Note: This sample request form and the attorney general's Texas Public Information Act Information Request Form[1] may be used, but is not required, to request information from the District. A requester may use any form or format that complies with the requirements of the Public Information Act to submit a request for information to the District.

In accordance with GBAA(LEGAL) and the Texas Public Information Act, I request that the following District information be made available to me as copies or for my inspection. I agree to pay the duplication costs if the cost does not exceed $40. I understand that if the cost will exceed $40, I will receive an estimate of charges and will have the opportunity to modify or withdraw my request before any copies are made. I understand that the information I provide on this form is subject to public disclosure in accordance with law.

I understand that I may permit the District to redact responsive information the District considers confidential, without requesting a written decision from the attorney general. I understand that I am not required to provide such permission but doing so may streamline the handling of my request or reduce costs. If I agree to redactions in this request, as indicated below, I understand I may request the redacted information in a future information request if desired.

Public information requested ***(Include description adequate to clarify request)***	**Inspection only** ***(Check one)***	**Copies requested** ***(Check one)***	**Number of copies requested**	**Copy format** ***(Check option for paper or electronic)***	**Allow District to redact information that may be confidential under PIA exceptions?**
	☐ Yes ☐ No	☐ Yes ☐ No		☐ Paper (mailed) ☐ Paper (will pick up) ☐ Electronic	☐ Yes ☐ No
	☐ Yes ☐ No	☐ Yes ☐ No		☐ Paper (mailed) ☐ Paper (will pick up) ☐ Electronic	☐ Yes ☐ No

Public information requested ***(Include description adequate to clarify request)***	**Inspection only** ***(Check one)***	**Copies requested** ***(Check one)***	**Number of copies requested**	**Copy format** ***(Check option for paper or electronic)***	**Allow District to redact information that may be confidential under PIA exceptions?**
	☐ Yes ☐ No	☐ Yes ☐ No		☐ Paper (mailed) ☐ Paper (will pick up) ☐ Electronic	☐ Yes ☐ No

Name of person requesting information: _____

Phone: _____

Mailing Address: _____

City / State / Zip: _____

Email address *(if requesting electronic copy)*: _____

This completed form should be presented to the officer for public information or in a manner acceptable to the District under law.

For District's Internal Use Only

From: Officer for Public Information

To: Principal, department head, or other records custodian

Date: _____

The District received this request for public information on _____ *(date)*. Please take the following actions no later than _____ *(date)*.

☐ Request for Copies: If this information is readily available, please return this form and copies of requested information to my office. If sensitive, confidential, voluminous, or electronic information is included, please contact the officer for public information for further instructions, if any, prior to disclosure or transfer concerning the method of disclosure or transfer.

☐ Request for Inspection: If this information is readily available, please return this form indicating the place, dates, and times the requested information will be available for in-person inspection. If sensitive, confidential, voluminous, or electronic information is included, please contact the officer for public information for further instructions prior to disclosure.

_____

_____

☐ If this information is not readily available for either inspection or duplication, please explain the circumstances preventing availability and indicate place, date, and time the requested information will be available for copies or inspection:

_____

_____

[1] Texas Public Information Act Information Request Form: https://www.texasattorneygeneral.gov/open-government/governmental-bodies/responding-pia-request/public-information-request-form

Exhibit B—Response to Request for Information

Note: If the District receives a written request by U.S. mail and cannot adequately establish the actual date on which the District received the request, the written request is considered to have been received by the District on the third business day after the date of the postmark on a properly addressed request. *Gov't Code 552.301(a–1)*

Forms prescribed by the attorney general for use when redacting public information can be found on the attorney general's website.[1]

Note to administrator: Please remove the bold instructions below prior to delivering to a requestor.

From: Officer for Public Information

To: Person requesting information

Date: _____

Your request for public information was received by the District on _____ *(date)*.

☐ The information will be available for inspection at _____ *(location)* on _____ *(date)* at _____ *(time)*.

☐ Copies of the information you requested are ready and may be picked up at _____ *(location)* between 8:00 a.m. and 5:00 p.m. The charge for copies you requested will be $_____. Please bring exact change if paying with cash.

☐ Copies of the information you requested are hereby being provided on _____ *(date)* by _____ *(method of disclosure, for example, mail, email, hand delivery, facsimile, overnight or express mail.)*. Enclosed is an invoice for charges of copies. Please make payment as indicated immediately upon receipt.

☐ The information is not readily available because _____ _____. The information will be available at _____ *(time)* on _____ *(date)*.

☐ All or some of the information you requested is confidential or otherwise protected from disclosure under the Texas Public Information Act (PIA). This information includes:

_____

_____

[Select from the following as applicable:]

☐ In accordance with the PIA, the District has asked for a decision from the attorney general about whether the information you requested is within an exception to public disclosure. Attached to this form, you will find a copy of our written communication to the attorney general asking for the decision. If our written communication to the attorney general discloses the requested information, that information will have been redacted from the copy you receive. ***[If checking this item, attach to this form a copy of the District's communication to the attorney general, with redactions if legally authorized.]***

☐ In accordance with the PIA, the District has made redactions required by law that do not require the District to request a ruling from the attorney general. Attached to this form, you will find the required form notice provided by the attorney general's office that is required to accompany certain responsive information to your request that has been redacted. ***[If checking this item, attach to this form a copy of the form notice prescribed by the attorney general, which may be downloaded from the attorney general's website.]***

☐ In accordance with the PIA or a previous determination issued by the attorney general for the precise information requested, the District has made redactions required by law that do not require the District to request a ruling from the attorney general. Attached to this form or provided below is the previous determination by the attorney general or the PIA provision concerning the redacted information:
_____ *(insert the attorney general decision number or PIA section upon which the District is relying)*. ***[If checking this item, you may also attach a copy of the specific previous determination issued by the attorney general for the exact information requested.]***

☐ The information you requested does not exist.

☐ Some of the information you requested does not exist. This information includes:

_____

_____

Officer for Public Information: _____

[1] Attorney General of Texas, Redacting Public Information: https://www.texasattorneygeneral.gov/open-government/governmental-bodies/responding-pia-request/redacting-public-information

Exhibit C—Letter of Estimated Charges

Please refer to the cost estimator tool[1] on the attorney general's website for information. The cost estimator will automatically calculate the charges based on your inputs and generate a sample letter to the requestor. The cost estimator is based on charges established by the attorney general. Consult your school attorney if your charges are based on charges established by the District.

[1] Texas Attorney General, Cost Estimator Tool: https://www.texasattorneygeneral.gov/og/public-information-cost-estimate-model

OFFICE OF SUPERINTENDENT

For:	Board of Trustees
Date:	June 13, 2023
Action:	Consent Agenda

To:	Board of Trustees	From:	Dr. Jeremy Glenn
RE:	Consider Moving Board Meeting Date		

SUMMARY:
Request to move the August 28, 2023 Regular Board meeting up one week to August 21, 2023. The deadline to post a Board Election is August 21, 2023.

RECOMMENDATION:
It is Recommended that the Board Approve to move the Regular Board Meeting date from August 28,2023 to August 21, 2023.

Respectfully submitted,



Dr. Jeremy Glenn
Superintendent

For:	Board of Trustees
Date:	5.25.2023
Action:	Vote

To:	Board of Trustees
RE:	Out of State Travel

From: Mr. Jeremy Ross, GHS Principal

SUMMARY:

Consider the Out of State Travel Requests presented.

RECOMMENDATION:

Approve the Out of State Travel Requests presented.

Respectfully submitted,

Mr. Jeremy Ross, GHS Principal

Professional Development Request to Attend 2023 The Midwest Clinic International Band and Orchestra Conference

TO: Dr. Glenn
FROM: Mario Morales
DATE: 5/10/2023
SUBJECT: Approval Request for the Midwest Clinic International Band and Orchestra Conference

I am writing to request approval to attend the Midwest Clinic International Band and Orchestra Conference, taking place December 20-22, 2023 in Chicago, Illinois.

The Midwest Clinic International Band and Orchestra Conference is the world's largest instrumental music education conference, annually drawing approximately 17,000 attendees to Chicago from all 50 states and as many as forty countries. The Midwest Clinic International Band and Orchestra Conference offers a comprehensive educational and performance experience for instrumental music professionals to enhance their skill sets in the area of rehearsal techniques, literature, pedagogy, and technology. The conference features performances from the very best band/Jazz bands featuring a variety of performance types, including multiple examples from my field of band work. In addition to the educational sessions and instrumental masterclasses and performances, instrumental reading sessions offer the opportunity for me to learn new music in my area of teaching and performance. Seminars sessions with industry professionals widen my horizon and professional network. Composers, publishers, conductors, educators, administrators, and students are all gathered at this unique professional conference.

Attending the Midwest Clinic International Band and Orchestra Conference will help my staff and I perform our job more effectively and reach key learning objectives. By attending this conference, we will also be allowed to submit recordings of the Granbury Wind Ensemble to possibly be selected to perform at the conference in December 2024. This potential opportunity will show off the wonderful music education Granbury ISD is offering and put the district on a national level of exposure. Even if we are not selected, this would be a great experience for our students and community representing Granbury rich band tradition of excellence.

You can see the full Conference offerings www.midwestclinic.org/default.aspx

The following is an estimate of additional conference costs which I am asking to be paid out of our GHS 2023-2024 Band budget or district level budget and has been encumbered for it.
The cost of registration is $145.00 and after October 1st- Fee will be $175.00
Airfare is $460.00 -500 Round trip- Great Southwest- Best Rates
Hotel: $169 plus tax per night X 3 nights- taxes unless tax exempt
Food- $142.00(District Allowance) ---------Approximate – $1,400.00-$1,600.0
This conference represents 16-20 hours of real time continuing education in the area of instrumental skills, performance, and literature review. Upon my return, I will assemble a complete conference report of my activities.

Thank you for considering supporting my attendance at this important professional conference.

Kind Regards,

Mario Morales

GRANBURY ISD

Granbury ISD

Request for Out of State Travel

Name of group or organization: Granbury High School Band/Mario Morales

Date of request: 5/10/2023

Date of departure and return: Dec 19-22

Destination: Chicago Ilinois

Purpose of trip, i.e., event to be attended, instructional value of the trip:

Director PD. The Midwest Clinic International Band and Orchestra Conference offers a comprehensive educational and performance experience for instrumental music professionals to enhance their skill sets in the area of rehearsal techniques, literature, pedagogy, and technology

In addition to the educational sessions and instrumental masterclasses and performances, instrumental reading sessions offer the opportunity for me to learn new music in my area of teaching and performance. Seminars sessions with industry professionals widen my horizon and professional network.

Estimation of total trip cost: $1400-1600

Estimation of district's cost of trip: 1400-1600

Estimation of organizations cost of trip: 0

District employee sponsor and organization: Mario Morales

Number of students/employees participating: 1

Signature of district employee sponsor: Mario Morales

Signature of campus principal:

For Office Use Only

☐ Approved

☐ Denied

Reason, if denied:

Board or Designee Signature:

Date:

OFFICE OF ASST. SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 7, 2023**
Action:	**Action**

TO:	**Dr. Jeremy Glenn & Board of Trustees**
From:	**Jimmy Dawson**
Date:	**June 7, 2023**
RE:	**2023-2024 Upbring Head Start Service MOU**

SUMMARY:

This is our annual agreement with the Head Start program at Emma Roberson Early Learning center. The Upbring Head Start Service has been a valuable experience for our students, families, teachers, and district. We are very fortunate to have this partnership for our pre-kindergarten children.

The addition to this agreement from years past is the allotment of 4 more partnership teachers bringing the total to 8 teachers. Last year's agreement was allowed for $200,883, to this next year's agreement awards GISD $381,491 to fund the additional 4 teachers, which allows us to serve more students under the Head Start service.

Upbring Head Start provides student services, family support services, technical assistance, and professional staff development opportunities to Granbury ISD as described in the agreement.

RECOMMENDATION:

That the board approve the MOU with Upbring Head Start Program for the 2023-2024 school year.

Respectfully submitted,

Jimmy D Dawson

Jimmy Dawson
Assistant Superintendent

Upbring Head Start

Granbury Independent School District

2023-2024

Service Abstract

Upbring Head Start will provide student services, family support services, technical assistance, and professional staff development opportunities to districts as described in this agreement. The delivery of these services is contingent upon sufficient funds from the Head Start grant.

Direct student services will be provided to pre-kindergarten children who qualify for Head Start services. Direct student services are available through health/safety, mental wellness, nutrition, disabilities, education, and transportation.

Family support services will be provided to eligible Head Start families based on need. These services are available through the program governance, family and community partnerships, education, health, safety, mental wellness, disabilities, nutrition, and transportation service areas.

Professional staff development and technical assistance services will include but are not limited to, fulfilling federal requirements for Head Start and providing on-site technical assistance for Head Start teachers, aides, campus administrators, and other necessary support staff and family services associates.

Professional staff development and technical assistance are available through administrative, education, family, and community partnerships, program governance, mental wellness, disabilities, nutrition, health, safety, and transportation service areas.

The partnership with the Independent School District (ISD) as codified in this agreement is such that the ISD is a contractor to Upbring Head Start to carry out the classroom-related programmatic responsibilities and requirements set forth by the Office of Head Start.

This agreement will be in effect for the 2023-2024 school year. Subsequent contracts may be negotiated yearly thereafter should the services agreed upon require amendments.

UPBRING HEAD START
Granbury Independent School District

This agreement is entered into by and between Upbring Head Start (hereinafter referred to as "Upbring Head Start") and Granbury Independent School District (hereinafter referred to as "Contractor"), both of which may be referred to herein collectively as the "Parties." The Parties hereto agree to the contract provisions detailed below.

ISD Initial _____

Upbring Head Start Initial _____

Upbring
Head Start
Preschool

TERM

Unless sooner terminated in accordance with the provisions of this Agreement, the term of this Agreement shall commence on August 1, 2023. It shall remain in effect for a term of one year, terminating on July 31, 2024, at which time parties may elect to renew or renegotiate for the following year by May of the expiring year. Financial Agreement(s) term may differ in accordance with grant funding through the Administration for Children and Families – Office of Head Start (ACF-OHS).

PROVISIONS AND ASSURANCES

1. As used in these Provisions and Assurances,

    a. **Contract** means the entire document, whatever its name or form, of which these Provisions and Assurances and other attachments and schedule, including, but not limited to Amendment Request, Capital Outlay Request, Budget Summary, and the Final Expenditure Report.

    b. **Contract Project** means the purpose intended to be achieved through the Contract of which these Provisions and Assurances are a part.

    c. Roles and Responsibilities of the Contractor

    d. Roles and Responsibilities of Upbring Head Start

    e. Financial

    f. Invoicing Supporting Documentation

    g. Standards of Conduct

2. This Contract is executed by Upbring Head Start and Contractor subject to the availability of funds appropriated by the legislative act for the purposes stated. All amendments and/or extensions or subsequent contracts entered for the same or continued purposes are executed contingent upon the availability of appropriated funds. Notwithstanding any other provision in this Contract or any other document, this Contract may be terminated by Upbring Head Start and the Contractor at any time with sixty (60) days' written notice. Expenditures and/or activities for which the Contractor may claim reimbursement shall not be accrued or claimed subsequent to receipt of such notice from Upbring Head Start beyond the last day of service. This Contract may be extended or otherwise amended only through formal written amendment properly executed by Upbring Head Start and Contractor. No other written or oral agreement purporting to alter or amend this contract shall be valid.

3. Notwithstanding the foregoing, the Contractor shall, to the extent necessary to provide legally required student services related to this agreement, be permitted to procure educational services providers for that purpose without violating this agreement.

ISD Initial _____

Upbring Head Start Initial _____

4. All encumbrances, accounts payable, and expenditures shall occur between this Contract's beginning and ending dates. If terminated early, it shall not exceed beyond the last day of service. All goods must have been received and all services rendered during the Contract period for the Contractor to recover funds due. In no manner shall encumbrances be considered or reflected as accounts payable or expenditures.

5. Contractor agrees that this is a cost reimbursement Contract, and that Upbring Head Start's liability hereunder is limited in making reimbursements for allowable costs incurred as a direct result of services provided by the Contractor in accordance with the terms of this Contract. Allowable costs are defined as necessary, reasonable, and allowable under applicable federal, state, and local law, including but not limited to those laws referenced in this Contract, for the proper administration and performance of the services to be provided under an agreement. All requested reimbursed costs must be consistent with the terms and provisions of the items described in this Contract.

6. Contractor shall maintain its records and accounts to ensure a full accounting for all funds received and expended by the Contractor in connection with the Contract Project. These records and accounts shall be retained by Contractor and made available for programmatic or financial audit by Upbring Head Start and by others authorized by law or regulation to make such an audit for a period of not less than five (5) years from the latter or from the date of completion of the Contract Project, or the date of the receipt by Upbring Head Start of Contractor's final claim for payment, or final expenditure report in connection with this Contract or if an audit has announced, the records shall be retained until the such audit has been completed. The contractor will furnish Upbring Head Start with a copy of the annual audited financial report for this grant period.

7. All materials, conceptions, and products produced or conceived by the Contractor, its employees, agents, consultants, or subcontractors arising out of the Contract Project shall be the shared property of Upbring Head Start and the Contractor. Neither shall have the exclusive right to copyright and patent these materials, conceptions, and products subject to applicable law. Prior to either party's copyright or patent, the other shall obtain, in writing, consent to do so.

8. If this Contract is canceled, terminated, or suspended by Upbring Head Start prior to its expiration date, the monetary value of services properly performed by the Contractor pursuant to this Contract shall be determined in collaboration with the Contractor and Upbring Head Start and paid to Contractor in accordance with the Texas Prompt Payment Act. Expenditures and/or activities for which the Contractor may claim reimbursement shall not be accrued or claimed subsequent to receipt of such notice from Upbring Head Start beyond the last day of service as stated above.

9. If Upbring Head Start determines that it has made an overpayment to the Contractor, Upbring Head Start shall notify the Contractor within 30 days of the date Upbring Head Start learns of the overpayment that an overpayment has been made. Upbring Head Start shall write a brief statement setting forth the reason it believes an overpayment has been completed and the

ISD Initial _____

Upbring Head Start Initial _____

amount it believes to have been overpaid. The contractor shall have 14 days to review Upbring Head Start's statement. The contractor shall notify Upbring Head Start if it's in agreement or disagreement with the claim for the overpayment. If the Contractor agrees that an overpayment has been made, then the Contractor shall return the overpayment to Upbring Head Start within 30 days of the date Contractor makes the determination. If the Contractor determines that an overpayment has not been made or that the amount of the overpayment is less than that which was identified by Upbring Head Start, then the Contractor shall notify Upbring Head Start that the Contractor is withholding the disputed amount and identify the amount the Contractor intends to return to Upbring Head Start. If the Contractor determines that a partial overpayment has been made, the Contractor shall repay the overpayment amount to Upbring Head Start. Upbring Head Start may seek to recover any disputed amount in accordance with applicable state and federal law. Claims for overpayments must be submitted by Upbring Head Start prior to the last day of instruction of the school year in which the disputed funds were paid to the Contractor. All claims for overpayments occurring within 60 days of the previous day of instruction must be submitted within 45 days of the last date of instruction. Untimely claims for overpayments are deemed waived by Upbring Head Start.

10. In the event of loss, damage, or destruction of any property, excluding normal wear and tear or attributable to an event of Force Majeure, owned by Upbring Head Start while in the custody or control of Contractor, its employees, agents, consultants or subcontractors, whether the property is developed or purchased by Contractor pursuant to this Contract utilizing Head Start funds or is provided by Upbring Head Start to Contractor for use in the Contract Project, Contractor, and Upbring Head Start shall negotiate a replacement.

11. The terms, conditions, and assurances stated in the Head Start funding application request, in response to which Upbring Head Start submitted this application, are incorporated herein by reference for all purposes.

12. Federal regulations that apply to the Contract and/or Grant.

    - Local Education Agency (LEA): 45 CFR Part 74, and OMB Circulars A-87 and A-128.
    - U.S. Department of Health and Human Services Office of Human Development Services Discretionary Grants Administration Manual.
    - Performance Standards for the operation of the Head Start Program Performance Standards as they are stated in 45 CFR Chapter XIII, September 2016.

13. For federally funded projects and for those personnel whose salaries are prorated between or among different funding sources, Time and Effort records will be maintained by the Contractor that will confirm the services provided within each funding source. The contractor will utilize Time and Effort records to complete Semi-Annual Certification to be submitted to Upbring Head Start no less than semi-annually.

ISD Initial _____

Upbring Head Start Initial _____

14. If the Contractor purchases capital outlay (furniture and/or equipment) to accomplish the objective(s) of the project for recording and insurance purposes, the title remains in the name of the Contractor. However, if the Contractor is provided Head Start funds, the Contractor acknowledges Upbring Head Start retains a federal interest in such property and that such property cannot be disposed of without prior approval from Upbring Head Start and federal Head Start authorities. Upbring Head Start reserves the right to transfer capital outlay items for Contract non-compliance during the Contract period or as needed after the Contract's ending date. This provision applies to all federal interest furniture and/or equipment regardless of unit price and how the item is classified in Contractor's accounting record.

15. Contractor shall submit by email to Donna.Morrison@Upbring.org time and effort reports, expenditure reports, and invoices by the 10th of each month, along with Invoice Supporting Documentation. Documentation will be reconciled with daily attendance as submitted into the data system. Upbring Head Start agrees to a reimbursement term of 30 days. Expenditure reports shall reflect the expenditures made during the preceding calendar month. When the 10th day of a month falls on a weekend or day on which the Contractor's central office is closed, the expenditure report shall be due the next business day after the Contractor's administrative offices reopen.

16. Contractor agrees to make its records pertaining to this grant available to Upbring Head Start or its agent upon request by Upbring Head Start for review to determine compliance with the grant requirements. When requested, the contractor will furnish Upbring Head Start with a copy of its annual audited Financial Report for this grant's period.

17. Applicable to programs funded under the Elementary and Secondary Education Act, as amended: The Contractor assures it complies with Section 37.007(d) of the Texas Education Code, which requires the expulsion of a student who brings a firearm as defined by the 18 U.S.C. Section 2891 to school [P.L. 103- 382, Section 14601(d)(l)]. In addition, the applicant certifies that the Contractor has a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school [P.L. 103-385, Section 14602{a)].

18. Costs and third-party non-federal share contributions counting towards satisfying a cost-sharing or matching requirement must be verifiable from the records of Upbring Head Start or a cost-type contractor. These records will include how the value placed on third-party in-kind contributions was derived. For personnel costs, documentation regarding how the organization supports the allocation of regular personnel costs, 45 CFR-Part 92.24 must be maintained and available upon request. Note: any personnel cost must be supported with time and effort documentation, OMB Circular A-87.

19. Contractor shall implement procedures for managing equipment, whether acquired in whole or in part, with grant funds until disposition takes place. That, as a minimum, meets management requirements stated in 45 CFR-92.32.

ISD Initial _____

Upbring Head Start Initial _____

20. Contractor shall fully comply with the property and equipment requirements of 45 CFR Part 74, including but not limited to Sections 74.30 through 74.37 and 74.45.

    a. Insurance Coverage
    b. Real Property
    c. Federally owned and exempt property
    d. Equipment
    e. Supplies
    f. Intangible property
    g. Property trust relationship

21. Contractor shall seek and obtain Upbring Head Start's prior written approval; such approval shall not be unreasonably withheld before implementing any proposed expenditure which, in accordance with applicable federal rules and policies, would require prior approval to be obtained from the U.S. Department of Health and Human Services (HHS).

22. Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any state or federal program. The contractor shall provide immediate written notice to Upbring Head Start, in accordance with the notice requirements of Article XXVI herein, if, at any time during the term of the Contract, including any renewals thereof, Contractor learns that its certification was erroneous when made or have become erroneous by reason of changed circumstances.

23. In an effort to hear and resolve concerns or complaints in a timely manner and at the lowest administrative level possible, Upbring Head Start and Contractor will utilize program implementation POCs to resolve any grievance issue. When grievances cannot be resolved at this level, they will be escalated to each respective party's chain of command and contract negotiation POCs for further action. When grievances still cannot be resolved at these levels, involving the School Board and/or Upbring Head Start Executive Board may become necessary.

24. Contractor agrees to provide certified teachers and qualified teacher assistants in accordance with Contractor's policies and procedures. The contractor will be responsible for hiring and terminating its employees according to their legal procedures and obligations. The contractor shall act according to State and Federal Law pertaining to allegations of abuse or neglect. It shall communicate with Upbring Head Start and the Office of Head Start to the extent permitted by law results of the Contractor's investigations of claims of abuse or neglect.

25. Contractor agrees to collaborate and participate in the Upbring Head Start Program. The contractor certifies that the person signing this contract has been appropriately delegated this authority.

26. All information, including personally identifiable information concerning a student exchanged between the Contractor and Upbring Head Start, will be considered confidential. Sharing of any confidential information between the parties to this agreement does not serve to waive or

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affect the confidential nature of the information for purposes of state or federal law. The Parties agree that they will maintain the confidentiality of information they generate, maintain, or exchange related to the Head Start Program and its students to the extent permitted by law.

GENERAL PROVISIONS

1. Governmental Immunity. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either party or to create any legal rights or claim on behalf of any third party. The district does not waive, modify, or alter, to any extent, the availability of the defense of governmental immunity under the laws of the State of Texas. No provision of this Agreement is consent to suit.

2. Approvals or Consents. Whenever this Agreement requires or permits approvals or consents to be hereafter given by any party hereto, the parties agree that such approval or consent shall not be unreasonably withheld. Such approval or consent shall be given in writing and effective without regard to whether given before the time required herein.

3. Governing Law. The laws of the State of Texas shall govern this Agreement, and the venue for any dispute hereunder is agreed to be Hood County, Texas.

4. Entire Agreement. This Agreement and its authorizing exhibits constitute the final and entire agreement between the parties hereto and contain all the terms and conditions agreed upon. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the parties hereto, unless same be in writing, dated subsequent to the date hereto and duly executed by the parties.

5. Any notice required or permitted under this MOU shall be deemed sufficiently given or served if sent by E-mail or by United States certified mail, return receipt requested, addressed as follows:

Upbring Head Start:	Granbury ISD:
Dr. Andrew Benscoter	Dr. Jeremy K. Glenn
Chief of Education and Growth Officer	Superintendent
8305 Cross Park Dr.	91217 N. Jones St.
Austin, Texas 78754	Granbury, TX 76048
Andrew.Benscoter@upbring.org	Jeremy.Glenn@granburyisd.org

Upbring Head Start and Contractor shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

ROLES & RESPONSIBILITIES OF THE CONTRACTOR

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Upbring
Head Start
Preschool

The Contractor shall operate the Head Start Program according to the local program guidelines, Head Start Act (42USC9801 et. sq.) and Head Start Performance Standards and other Administration for Children & Families (ACF) regulations as codified within Chapter 45 of the Code of Federal Regulations (CFR) Parts 1301 - 1305, and will follow Upbring Head Start protocols delineating the methodology for implementation of said standards including, but not limited to the following:

1. Adhere to all Head Start regulations, and monitor based on these regulations. Upbring Head Start will provide updates via email as changes occur. Regulations will be updated and/or added throughout the school year, as necessary and in compliance with the Office of Head Start. 1302.100

2. Provide written documentation to Upbring Head Start as needed and requested to fulfill fiscal and programmatic requirements. (Part 1303)

3. Track district non-federal share in-kind to the Head Start Program and report a minimum of $332,640 for the current funding year. (Part 1303.4)

4. Mandate that all staff members who work with Head Start children are required to be familiar with state and local laws and regulations regarding prevention, identification, and reporting of child abuse or neglect and are legally obligated to report suspected child abuse or neglect to the appropriate state agency. Notify Upbring Head Start and permit the appropriate Upbring Head Start staff to assist and follow up on-site with child abuse and neglect reports and documentation. Upon request, Upbring Head Start will be provided with contractor child abuse training documentation to ensure compliance. 1302.92(b)(2)

5. The contractor will use a scientifically valid, research-based curriculum aligned with the Head Start Early Learning Outcomes Framework: Ages Birth to Five. 1302.32

6. Require Head Start teachers to complete a Social Emotional and Early Development screener within 45 calendar days of the child entering the Head Start program in all Head Start classrooms and provide supporting documents to the Upbring Head Start Education Coach. Social Emotional and Early Developmental rescreen will be administered between the 20th and 45th day of the child's first school day. 1302.33(a)(1)

7. Require teachers to conduct at least two home visits for each family per school year. When feasible, one home visit should be completed before the start of the school year to engage the parents in the child's learning and development. All Contractor teachers will be accompanied by a family advocate or a designated staff at every required home visit. Teachers will be required to make prior arrangements with the family advocate (or designated staff) to ensure enough notice to accommodate both staff and parents' schedules. If necessary, this visit must occur at another safe location that affords privacy at the parent's request or if the visit at home

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presents significant safety hazards for staff. The first home visit will be conducted before the child's first day of school but no later than 30 days from the child's first day. The second home visit will be completed by the end of May to discuss the third End of Year Progress results. 1302.44(1)(b)

8. Teachers hold parent/teacher conferences, as needed, but no less than two times per program year, to enhance the knowledge and understanding of both staff and parents of the child's educational and developmental progress and activities in the program. The first parent/teacher conference will be completed in November to review accompanying the completed forms that must be made available upon request - Social Emotional and Early Development screener results, Ongoing Progress Monitoring Assessment results, and Contractor report card. The second parent/teacher conference will be completed in February to discuss the second checkpoint and Contractor report card. (Depending on when the Contractor starts school, dates may vary.) 1302.44(1)(b), 1302.34(b)(7), and 1302.24(b)(3)

9. Coordinate with Upbring Education staff to provide computer repair support for Upbring Head Start classroom equipment. 1302.31(d)

10. Submit documentation to Upbring Head Start for Contractor staff travel expenses to attend Head Start required activities, such as home visits and professional staff development. All expenses are subject to GSA federal per diem rate and will be reimbursed in accordance with the state of Texas mileage rates. An invoicing form will be provided to reimburse expenses such as mileage, travel meals (when not provided), lodging, training, etc. Forms will be submitted by the 10th day of the following month to be reimbursed. 1302.17 (b) (7) and 1303.5(a), Upbring Head Start agrees to a reimbursement term of 30 days.

11. Make available to Head Start a registered nurse or licensed vocational nurse to conduct support services normally provided to students who need medical support. The Contractor will notify Upbring Head Start Family Advocate and parent if a Head Start child is involved in any incidents/accidents during operating hours on the day of the incident/accident. The contractor will utilize an Upbring Head Start-approved form to document the incident/accident and provide a copy to the parent on the day of the incident/accident. 1302.42 and 1302.47(c)

12. Make available to Head Start children a certified school counselor or social worker to conduct support services, generally provided for children who require additional support. Make referrals to Upbring Head Start or mental health entities for mental health evaluations. The contractor will coordinate with the Upbring Head Start Mental Health Director and Upbring Special Programs Director to provide Upbring Head Start staff with completed Individual Education Plans and Behavior Improvement Plans. The contractor will involve Upbring Head Start personnel (via invite through the Head Start Special Program Specialist for participation in all Admission Review Dismissal (ARD) and 504 meetings for Head Start children. If indicated on

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the child's IEP, as the LEA, the Contractor or Co-op will meet the "one-on-one" supports as stated. 1302.45

13. Contractor is responsible for providing meals and snacks to all Head Start students at no cost. Family-style meals are required at least one meal or snack a day. Snacks and mealtimes must be structured and used as learning opportunities that support teaching staff-child interactions and foster communication and conversations that contribute to a child's learning, development, and socialization. Programs are encouraged to meet this requirement with family-style meals when developmentally appropriate. A program must also provide sufficient time for children to eat, not use food as a reward or punishment, and not force children to finish their food. Specifically, a program must: Ensure each child in a program that operates for fewer than six hours per day receives meals and snacks that provide one-third to one-half of the child's daily nutritional needs; Ensure each child in a program that operates for six hours or more per day receives meals and snacks that provide one-half to two-thirds of the child's daily nutritional needs, depending upon the length of the program day; Serve three- to five-year-old meals and snacks that conform to USDA requirements in 7 CFR parts 210, 220, and 226, and are high in nutrients and low in fat, sugar, and salt. 1302.31 (e)(2)

14. Ensure that staff uses positive methods of child guidance. Practices that involve corporal punishment, emotional or physical abuse, humiliation, and expulsion are prohibited. Head Start standards strictly prohibit corporal punishment. The contractor must severely limit the use of suspension or modified days due to a child's behavior, and such suspensions may only be temporary. In addition, ensure that methods of discipline do not involve child isolation, using food as punishment or reward, or denying basic needs. All Contractor staff with Head Start children will sign the "Standards of Conduct." The contractor will coordinate with Upbring Head Start staff to address mental health concerns. If suspected abuse/neglect (unsupervised child) occurs, the Contractor principal will immediately remove any suspected Contractor teaching staff from the classroom until an investigation is completed. The Contractor principal will provide other Contractor teaching staff and/or subs that have cleared all background checks to ensure Head Start classroom meets ratios outlined in the HSPPS. 1302.17, 1302.90(c) and 1302.45

15. Require the campus administrator, clerks, and teacher(s) to collaborate with Upbring Head Start Family Advocates and Upbring Head Start management team to achieve comprehensive services, including hearing, vision, heights, weights, resources and referrals, and School Readiness Performance Standards. 1302.42.

16. The campus administrator will provide Family Advocate and/or Education Coach with a workspace and internet access conducive to providing Family Advocate and families privacy to discuss and complete sensitive documentation. 1303.21, FERPA

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17. Permit the Contractor Health Services Advisory Committee (HSAC) to include an Upbring Head Start HSAC representative. 1302.40

18. As per Head Start requirements, Contractor classroom teachers and aides will participate in an initial health examination and TB screenings funded by Upbring Head Start. Provide proof of completion to Upbring Head Start. Maintained records of completion and results of those exams and screenings in employee personnel files. 1302.93

19. Teachers will take attendance upon the child's arrival through electronic means provided by Upbring Head Start. If internet capabilities are unavailable during attendance, teachers will manually take attendance on a form provided by Upbring Head Start.

20. Contracting teachers will be responsible for ensuring that children are always kept safe. Teachers are responsible for ensuring children's safety by completing checklists. Upbring Head Start Education Coach and teacher will review checklists on a weekly basis. Teachers must report any environmental health and safety concerns immediately to their principal, who will, in turn, report concerns immediately to the Upbring Head Start Regional Director. 1302.47

    a. At least 35 square feet of available usable indoor space and 75 square feet of usable outdoor space per child. This footage is exclusive of bathrooms, halls, kitchens, staff rooms, and storage places. 1302.31(d) and 1302.21(d)(2)

    b. ISD teachers will maintain all classrooms in accordance with Office of Head Start standards.

21. The contractor will be responsible for repairing any environmental health and safety issues immediately and have alternate plans. If a repair takes more than one day, the principal or their designee will inform the Upbring Head Start Regional Director. The principal will determine the necessary action to fix the issue as soon as possible and share the alternate plan with the Head Start Regional Director. The contractor will maintain records throughout the full school year of all work orders and repairs and will provide copies to Upbring Head Start upon request. 1302.47

22. Transportation: Upbring Head Start does not provide transportation services other than transportation affiliated with activities such as field trips. If the Contractor elects to provide bus transportation services, it is at their discretion and is not covered in this contract.

    a. Upbring Head Start will submit a Transportation Waiver to the Office of Head Start for SY 2023-2024. If a waiver is not approved, the following steps must be followed per Head Start performance standards. Upon waiver approval, Upbring Head Start will provide a copy of the said waiver to the Contractor.

        i. Contractors must ensure each child is seated in a child restraint system appropriate to the child's age, height, and weight when transporting children on a field trip

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during Head Start hours. Upbring Head Start will evaluate existing restraint systems or work with the Contractor to procure appropriate restraint systems.

ii. Contractors will provide a trained bus monitor (Upbring Head Start will provide training). The monitor will have training on child boarding and exiting procedures, how to use child restraint systems, completing required paperwork, how to respond to emergencies, emergency evacuation procedures, child pick-up and release procedures, and how to conduct pre-and post-vehicle checks, Monitors are subject to staff safety requirements in 1302.47(b)(4) including CPR and First Aide.

iii. When possible, time on the bus should be limited to a maximum of 1 hour, one way.

iv. Bus driver will perform a bus inspection pre- and post-trip.

v. Driver must have a CDL and have a disclosure by the driver of all moving traffic violations regardless of penalty, a check of the drivers driving record through the appropriate state agency. Driver must have received training and annual refresher training both in the classroom, sufficient to ensure the driver can operate the vehicle in a safe and efficient manner, can safely run a fixed route, can administer first aid in case of injury, and can handle emergency situations including vehicle evacuation, and operating any special equipment. Driver must conduct routine maintenance and safety checks of vehicle and maintain accurate records as necessary.

23. Field Trips: Field trips are considered an extension to the classroom, and as such, the Contractor must adhere to Head Start performance standards and regulations regarding all aspects involved with field trips, including transportation, tie to curriculum, and supervision during field trips. Upbring Head Start will not sponsor field trips. All field trips will be at the expense and responsibility of the Contractor.

    a. Upbring Head Start will not sponsor field trips. All field trips will be at the expense and responsibility of the Contractor.

24. Contractor must coordinate with Upbring Head Start during the application and enrollment process to select and enroll Head Start-eligible children based on Upbring Head Start policies and procedures. Collectively with Upbring Head Start, the program must include specific efforts to actively locate and recruit children, including homeless children and children in foster care. Contractor partners will communicate with Upbring Head Start to identify Head Start and ISD-eligible children. Both parties will work in tandem to ensure families complete dual enrollment. The parties will accept students without discrimination based on gender, race, nationality, disability, economic status, religion, or parental marital status. Priority for all Head Start slots in the classroom will first be given to children returning for a second year of Head Start services. In the event of an open slot, all efforts will be made to replace the children with an eligible child on the Head Start waitlist within 30 days.

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25. If an eligible child is unavailable, Upbring Head Start has the authority to re-evaluate enrollment slots to accommodate family and community needs. Consideration to reallocate slots to other locations will be considered. All available slots will be filled at the discretion of Upbring Head Start. The contractor will collect Head Start eligibility information on students and maintain a list of eligible children to be shared with Upbring Head Start upon request. The contractor will provide Upbring Head Start with all new applications when received. 1302.13 and 1302.15 (a).

26. All teaching staff are contracted for a full day and must only leave after the children leave, other than for approved leave, in which case the Contractor must provide coverage for that classroom with qualified personnel. Each Classroom must always maintain a minimum of two adults for up to 20 children during the school day and must always have a minimum of two qualified adults with children (even if under 20 children). Teachers will follow the active supervision protocol and ensure knowledge of the number of children present. Teachers must zone and avoid congregating outdoors to ensure all children's safety. During the monthly staff meetings and professional development, teachers will review and discuss active supervision forms and procedures. 1302.21(b)(4)

27. The contractor is responsible for providing a substitute for any classroom staff when there is an absence. Compensation for a substitute can be, at most, the maximum allowable budget as outlined. Upbring Head Start will be responsible for compensating the substitute if an absence occurs due to Upbring Head Start business. The Contractor will request reimbursement on the monthly invoice. Contractor substitutes must meet all Head Start staff requirements as per mandate and sign the Upbring Head Start Standard of Conduct. Part 1302.91(e)(2).

28. Provide a Head Start-qualified teacher and a teacher assistant for each Head Start classroom. The contractor must provide documentation verification of credentials upon request to Upbring Head Start. When pursuing a credential, as detailed below, the Contractor must provide transcripts and proof of enrollment into a baccalaureate program. 1302.91 and Sec. 648A Head Start Act, and TEA 29.167-29.171.

    a. Teacher
        i. Head Start teachers in center-based programs must have the following:
            1. An Associate, Baccalaureate, or advanced degree in early childhood education; or
            2. A Baccalaureate or advanced degree and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children.

    b. Teacher Assistant
        i. Head Start teaching assistants in center-based programs must have the following:
            1. At least a Child Development Associate Credential.

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2. Be enrolled in a program leading to an Associate or Baccalaureate degree; or
3. Be enrolled in a Child Development Associate Credential program to be completed within two years; or
4. Minimum of CDA and obtained within two years of the date of hire or BA or AA degree.

c. Contractor Teachers, Teacher Assistants, and Substitutes will require the following:
   i. Background check per item 34 below
   ii. TB test
   iii. Training as delineated in item 30 below

29. Each contracted Head Start teaching staff will annually participate in Professional Development. The results will be reviewed to identify staff training and professional development needs, assist each staff member in improving their skills and professional competencies, and modify staff performance agreements if necessary. 1302.92 and Section 648A (f)

30. All Contractor teaching staff in Head Start classrooms must attend mandatory Head Start training sessions, including onboarding, in-service training, and ongoing practice-based coaching. Part 1302.91 and 1302.92 Training includes but is not limited to:

    a. On-Boarding: new teaching staff will attend Upbring Head Start On-Boarding, including but not limited to:

    - Head Start Program Performance Standards
    - ISD Handbook Training
    - Teacher/Teacher Assistant Expectations and Compliance

    b. Attend annual Upbring Head Start In-Service training, including but not limited to:

    - Child Abuse and Neglect
    - Reporting child abuse and neglect
    - Emergency planning for childcare providers
    - Managing common childhood illnesses in a childcare setting
    - Medication administration in a childcare setting
    - Keeping children safe from hazards
    - Transporting children safely
    - Upbring Head Start Protocols
    - Upbring Head Start Standards of Conduct

    c. Practice-Based Coaching, teachers will attend monthly professional training.

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d. Teachers will actively participate in their Professional Development Plan supported by ongoing coaching and mentoring by Education Coach.

e. ISD will provide Upbring Head Start Regional Director with agendas, certificates, and sign-in sheets of all training provided to Contractor staff in Head Start classrooms.

31. The contractor's designee will coordinate with Upbring Head Start Family Advocate to ensure each Head Start child has had:

    a. the required EPSDT immunizations prior to the start of school
    b. a health history completed within 90 days of the first day of school 1302.42(b)(4)
    c. a growth assessment within 90 days of the first day of school 1302.42(b)(4)
    d. a vision test within 45 days of the first day of school 1302.42 (b)(2)
    e. a hearing test within 45 days of the first day of school 1302.42(b)(2)
    f. a speech/language screening within 45 Days of the first day of school 1302.33(a)(1)
    g. a dental exam within 90 days of the first day of school 1302.42(b)(1)(i)
    h. h. a physical examination within 90 days of the first day of school 1302.42(b)(1)(i)
    i. a hemoglobin/hematocrit within 90 days of the first day of school 1302.42(b)(1)(i)
    j. an acceptable blood pressure report within 90 days of the first day of school 1302.42(b)(1)(i)
    k. an acceptable Lead Test within 90 days of the first day of school 1302.42(b)(1)(i)

32. Contractor teaching staff in Head Start classrooms will use approved Progress Monitoring tools as the child assessment tool to be conducted three times throughout the academic year (BOY, MOY, and EOY). All teachers will document and score all observables in an approved Progress Monitoring system, including:

    - Social & Emotional Screener
    - Early Writing Checklist
    - Physical Development and Health
    - Approaches to Learning
    - Speech Production & Sentence Skills
    - Motivation to Read

    a. Teachers will also maintain student portfolios to include student work such as writing samples, cutting samples, and art samples.

    b. Teachers who do not maintain proper documentation will be out of compliance with the contract and not eligible for reimbursement. 1302.33(b).

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33. Contractor teaching staff will participate in at least two CLASS observations per calendar year, video recorded for professional development and CLASS feedback, and complete a coaching conference report with the education coach for professional development. 1302.92(c), 1304.11(c) and 1304.16

34. Pursuant to Section 648A of the Head Start Act and 1302.90(b), a criminal record check must be conducted on all prospective new hires and current staff, consultants, contractors, and volunteers working with Head Start children. Contractors must provide either proof of completed checks below or information including driver's license, social security number, and basic identifying information on all staff, consultants, contractors, and volunteers before they begin working with Head Start children to allow Upbring Head Start completion of the following checks:

    a. State Criminal History records, including fingerprint check

    b. Federal Bureau of Investigation Criminal History records, including fingerprint check

    c. Sex Offender Registry check

    d. Child Abuse and Neglect State Registry check

35. Contractors must review the information found in each employment application and complete a background check to assess the relevancy of any issue uncovered by the complete background check, including any arrest, pending criminal charge, or conviction. They must use Child Care and Development Fund (CCDF) disqualification factors described in 42 U.S.C. 9858f(c)(1)(D) and 42 U.S.C. 9858f(h)(1) or tribal disqualifications factors to determine whether the prospective employee can be hired, or the current employee must be terminated.

36. Upbring Head Start must conduct the complete background check for each employee, consultant, or contractor at least once every five years, which must include each of the four checks listed above, and review and make employment decisions based on the information as described in paragraph 1302.90 (b)(3) unless the program can demonstrate to the responsible HHS official that it has a more stringent system in place that will ensure child safety. The contractor will provide information to Upbring Head Start to conduct the necessary background checks.

37. Contractor Education Department will coordinate and collaborate with Upbring Head Start Education team to ensure seamless services, including but not limited to; behavior management, classroom management, assessments and data, transitions in and out of the program, and ensuring Head Start Policies and Procedures are carried out in the classroom. 1302.91(a), 1302.92(b), and 1302.92(c).

38. Contractor will participate in and comply with all federal monitoring visits. Upbring Head Start will conduct regular announced and unannounced monitoring visits. 1302.100.

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39. Contractor staff will foster relationships with families served and share concerns or unmet needs with Family Services staff.

40. New contractors must complete and submit a TXHHSC Educational Facility – Request for Exemption from Regulation under 40 TAC 745.119 form. This is a one-time submission. Upbring Head Start will assist upon request. A copy of the exemption must be provided to Upbring Head Start.

41. If permitted by state law, the Contractor will provide Upbring Head Start with notice if a Head Start child becomes the subject of a report of abuse or neglect or if the child sustains an injury requiring medical treatment. If permitted under state and federal law, the Contractor will provide Upbring Head Start with notice of the outcome of an investigation once the Contractor has concluded the investigation. If the nature of the allegation and investigation is such that another agency takes over the investigation, then Upbring Head Start shall communicate directly with that agency to obtain the investigation results. If the results of an outside agency's investigation are shared with Contractor, Contractor shall, if allowed by law, notify Upbring Head Start of the agency's determination in regard to the allegation(s).

42. Contractor must confirm with Upbring Head Start prior to employment of personnel whose positions will be funded by Upbring Head Start that the person proposed for employment meets the minimum Qualification and Competency standards required by the regulations governing the funding of reimbursement for the position. The contractor shall have the sole authority to make hiring decisions for personnel employed by the Contractor. If it becomes necessary for the contractor to hire an employee for an open position related to this collaboration, Upbring Head Start will be invited to participate in the interviews. 1302.91 Staff Qualifications and Competency Requirements.

43. If a teacher, teacher assistant, or staff member cannot be recruited and all measures to find a qualified person to be in the Head Start Classroom have been exhausted, the ISD partner may hire and place the person on a professional development growth plan with stipulations that the required qualifications must be completed within an established time frame. Professional Development Growth Plan must be turned in to Upbring Head Start to submit for a waiver with the Office of Head Start for approval.

44. Contractor shall work with Upbring Head Start to support successful kindergarten transitions by using evidence-based transition practices throughout the year. 1302.71

ROLES AND RESPONSIBILITIES OF UPBRING HEAD START

Upbring Head Start shall serve as fiscal agent for the Head Start Program review for compliance with all program requirements. Upbring Head Start will provide training and technical assistance

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to school district partners regarding compliance with Upbring Head Start program guidelines, Head Start Performance Standards, and other Administration for Children & Families (ACF) regulations as codified within Chapter 45 of the Code of Federal Regulations (CFR) Parts 1302, including, but not limited to the following:

1. Upbring Head Start will conduct two CLASS™ observations in Head Start classrooms and provide feedback to the teacher and, if appropriate, the school administrator. Upbring Head, Start Education Coaches, will provide additional support through practice-based coaching in specific areas of concern in CLASS observations. 641A(c)(2)(f), 1304.11(c), and 1302.92(c)

2. Upbring Head Start Leadership Team will share the Program Information Report (PIR) annually and relevant applicable data upon request. 642(d)(2)

3. Provide a blanket policy of student accident insurance for Head Start children during the hours of school that complies with all federal regulations and requirements of Head Start and any state law or regulations. 1303.12

4. Work with families of Head Start children to ensure they receive their annual physical and dental checkups, or Upbring Head Start will obtain a refusal by the 90th day of the child's first date of school attendance. 1302.42(b)(1)(i)

5. Ensure partners are utilizing a Texas-approved, comprehensive educational curriculum for use in the three-year-old program (when applicable) as well as the four-year-old program, with both programs integrating Head Start Performance Standards and Texas pre-kindergarten curriculum guidelines. 1302.32

6. Reimburse the Contractor's staff for travel expenses to attend Head Start required activities, such as home visits and professional staff development, upon receipt of appropriate documentation. Mileage will be reimbursed at the state rate and through ISD invoicing only. Any expenses incurred must have an original receipt for full reimbursement. Upbring Head Start agrees to reimbursement terms of 30 days. 1304.21 and 1304.52

7. Provide a Mental Health Professional to review Social, Emotional, and Early Development results and make referrals for additional mental health support. 1302.33(a)(1)

8. Provide parent education and staff training in the service areas of education, mental wellness, disabilities, nutrition, health/safety, parent involvement, social services, and transportation safety. 1302.53(a)(2)(v)

9. Identify and network with community resources to assist families. 1302.53(a)(2)

10. Establish an appropriate Executive Board, Policy Council, Parent Committee, Health Services Advisory Committees, and any appropriate sub-committee according to program requirements. 1301

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11. Communicate program information promptly to all interested parties, including district administrators, staff, program families, Policy Council, Parent and subcommittee groups, Upbring Head Start Governing Board, and Executive Staff. 642(d)(2)

12. Conduct an annual, program-wide, Self-Assessment, and Quality Improvement Plan, review, and update the Community Assessment if any significant changes have occurred within the community. Implement systematic program changes called for by the Quality Improvement Plan. 1302.11 and 1302.102(b)(2)

13. Provide on-site programmatic support and promote best practices to classroom teachers and aides, family services specialists, campus administrator(s), business office manager, school nurse, school counselor, food service staff, transportation staff, special education staff, and any other staff who support the Head Start Program. 1302.91(a) and 1302.92(c)

14. Participate in ARD 504 meetings and assist with coordinating and providing comprehensive services for families and children with identified needs at the child's home district. 1302.45

15. Maintain the security and confidentiality of all records of children and their families, including but not limited to compliance with Family Educational Rights and Privacy Act (FERPA) requirements. 1303.20

16. New Hire - On-boarding - Prior to a teacher/teacher assistant being placed in the Head Start classroom, Upbring Head Start will provide new hire onboarding that will consist of but not limited to teacher expectations, ISD Handbook training and Head Start Program Performance Standards and compliance.

17. Prior to the commencement of the school year, Upbring Head Start will provide mandatory training at in-service. Additional training will be provided as Upbring Head Start deems necessary. Training will be provided for contractor Head Start staff in the service areas of education, mental wellness, disabilities, nutrition, health, safety, parent involvement, and social services. Upbring Head Start will communicate all professional development requirements and dates as early as possible. 1302.91(a) and 1302.92

18. Designated staff will provide appropriate family partnership services. 1302.91(e)(7)

19. Provide reimbursement of staff physical exams and TB screening tests only through Upbring Head Start invoicing process. The contractor staff will need to provide the original receipt. 1302.93

20. Purchase classroom supplies and materials to fulfill program requirements. Inventory and account for all Upbring Head Start materials in accordance with all federal requirements. 1304.51

20. Provide vehicle and pedestrian safety training for all Head Start children and parents as required by Head Start Performance Standards. 1302.46(b)(v)

ISD Initial _____

Upbring Head Start Initial _____

21. Upbring Head Start will conduct regular announced and unannounced monitoring visits to ensure continuous improvement for achieving program goals that ensure child safety and delivery of effective, high-quality program services. 1302.100

22. Designated Upbring Head Start staff will provide training on Head Start Policies and, Procedures and monitor based on these policies and procedures. Upbring Head Start will provide updates via email as changes occur. 1302.100

23. Upbring Head Start Education Staff will assist in classroom setup; provide approved materials to ensure the classroom is conducive to learning. Education Coaches will complete classroom environment checklists prior to the first day of school. 1302.31 (c) and (d)

24. Upbring Head Start will provide and assist in completing the application for prospective Head Start parents. Upbring Head Start will participate in selecting Head Start children based on the selection criteria. 1302.12 and 1302.14

25. Upbring Head Start will have responsibility for completing and submitting all required incident reports to the Office of Head Start. Upbring Head Start leadership will be an active participant in the investigation and outcomes regarding any incident involving a Head Start child.

26. Education Services leadership will participate in the interview process for the selection of personnel working in funded Head Start positions.

27. Upbring Head Start will provide, upon request, consultation, clarification, and subject matter expertise regarding all Head Start standards and the Head Start Act.

28. Upbring Head Start will provide an Education Coach for the classrooms. The coach will be or become CLASS reliable and provide ongoing coaching services for the teachers and teacher assistants. The Education Coach and/or Education Coordinator will go through T-TESS training.

School Fiscal Year: September 1, 2023, through August 31, 2024.
Grant Year: April 1, 2023, through March 31, 2024.

Total Award Amount: Not to Exceed: $381,491.

Reimbursement: 8-ISD Teacher up to 50% of salary and not exceeding $209,090 per year, **8**-ISD Teacher Aide up to 100% of salary and not to exceed $172,401 per year. (Up to 50% and 100%, respectively, depending on classroom census and ability to maintain a minimum of 50% Head Start, eligible children per classroom. See further details below.) Teachers and aides to provide services up to (140) Head Start eligible three and four years of age for a **full day; teachers must not depart (other than scheduled approved leave) prior to children's departure.** An administrator must

ISD Initial _____
Upbring Head Start Initial _____

be present when children and staff are at the location. Granbury ISD classroom allotted slots will be maintained at 140 students. The 140 students cannot be divided into more than eight classrooms.

The contractor will work collaboratively with Upbring Head Start to maintain 100% Head Start enrollment per class; if Head Start enrollment drops below 100% and 100% slots cannot be maintained, slots will be allocated to a center with an eligible waitlist.

The reimbursements to the Contractor shall not exceed the total award amount for the Program year.

Funds Flow:

- Federal law requires that a recipient has no more than three (3) days of operations cash on hand; therefore, funds will flow on a monthly reimbursement basis.

Financial Reporting Requirements:

- Invoices and time and effort reports are due monthly by the 10th of each month. The contractor must include reimbursable amounts, supporting documentation per contract, and non-federal shares for payment to be processed.
- Final Expenditure Report is due no later than 30 days after the last date of service.

Carryover of funds:

- Carryover of funds from one fiscal year to another is not allowed.

Unobligated Funds:

- Any unobligated funds will not be allowed for purposes other than those stated within this contract.

EXECUTED and **AGREED** to as of the dates indicated below.

Upbring Head Start	**Contractor**
_____	_____
Signature	Signature
Dr. Andrew Benscoter, Chief Education and Growth Officer	Dr. Jeremy K. Glenn Superintendent
Date: _____	Date: _____

ISD Initial _____

Upbring Head Start Initial _____

GRANBURY ISD

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 13, 2023**
Action:	**Consent**

TO: Board of Trustees
From: Tammy Clark
Date: June 13, 2023
RE: MOU Community in Schools

SUMMARY:

GISD has partnered with Communities in Schools (CIS) of Greater Tarrant County for a few years now. CIS provides case management supports at 3 campuses with embedded personnel (Baccus, Granbury Middle, and Granbury High) to students at those campuses who meet the criteria established by TEA for coordination of resources. One additional personnel unit provides mental health supports including counseling by a full-time licensed mental health professional on up to 4 campuses (our secondary campuses) in coordination with our district LPC. These personnel units are funded through Title 4 funds (2 positions) and Esser funds (2 positions) for 2022-2023, and now into 2023-2024 school year with this MOU. This partnership is a cost effective way of providing additional needed support to our students.

RECOMMENDATION:

It is recommended that the Board approve the continued MOU with Communities in Schools of Greater Tarrant County to provide school-based support services to students and their families in order to increase their level of academic success.

Respectfully submitted,

Tammy Clark
Assistant Superintendent

GRANBURY INDEPENDENT SCHOOL DISTRICT
and
COMMUNITIES IN SCHOOLS OF GREATER TARRANT COUNTY, INC.

MEMORANDUM OF UNDERSTANDING for Management and Support of COMMUNITIES IN SCHOOLS

SECTION 1. PARTIES TO CONTRACT

This MOU is made and entered into by and between Communities In Schools of Greater Tarrant County, Inc., hereinafter known as "CIS", a private non-profit corporation, and Granbury ISD, hereafter knows as the "District". The Parties agree to enter into a cooperative effort to provide school-based support services to students and their families in order to increase their level of academic success. The Parties have severally and collectively agreed and by the execution hereof are bound to the mutual obligations and to the performances and accomplishments of the tasks hereinafter described.

SECTION 2. TERM

The term of this MOU shall be from September 1, 2023 through August 31, 2024. Either party may cancel this MOU contract if thirty days written notification is provided to the other party in accordance with Section 5.

SECTION 3. CONTRACTOR PERFORMANCE

CASE MANAGEMENT

CIS shall, in satisfactory performance of this contract, perform and/or provide for the following functions for the District:

1. Provide overall management and supervision of the Communities In Schools (CIS) programs on the following District campuses.

    i. Granbury High School
    ii. Granbury Middle School
    iii. Nettie Baccus Elementary School

2. CIS will follow national, state, TEA and local policies and ethical standards for service provision, under applicable state and local laws. Further, CIS will follow the written District or school policies concerning student service delivery where written District or school policies are more restrictive than the policies noted above, except as otherwise herein noted or mutually agreed in writing.

3. With parental consent, provide multidisciplinary, individualized case management and coordination of resources for a referred group of at least 75 students per campus who meet the criteria established by TEA for CIS students.

4. Coordinate school-wide activities/events in partnership with campus staff, which support specific campus goals as identified in the campus plan and engage at least 75% of campus population.

5. Provide the following six (6) components:
    a. Supportive Guidance and Counseling
    b. Health & Human Services
    c. Academic Support Services
    d. Enrichment Activities
    e. Parent and Family Engagement
    f. Career and College Readiness

6. Coordinate with Principal to create a written campus plan at the beginning of the contract period and updated at school year-end to reflect actual activities in line with original goals.

7. Collect and maintain files on students served containing relevant data requisite to the case and used to support project criteria established in TEA policies and procedures. Release and sharing of this data will be limited in accordance with the confidentiality of Mental Health Information statutes under Texas Civil Law, FERPA and any other federal or state law.

8. Supervision and oversight of the assigned, school-based social worker in accordance with CIS personnel policies and consistent with state law. Project staff members remain employees of CIS. Oversight of program implementation, quality and model fidelity, as well as performance evaluations, shall be the responsibility of the assigned CIS Program Director (supervisor). Feedback on the quality of programming or any performance concerns should be provided to the Program Director.

9. Individuals brokered by CIS from other agencies in support of this project remain employees of the assigning agency, but each agency's actions are carried out under the auspices of CIS and in accordance with the mutually agreed upon campus plan.

10. CIS will not serve as designated personnel in schools charged with responsibility for physical restraint of students.

11. Managerial, administrative, logistical and technical support to ensure the success of the projects' service delivery initiatives. Advertise for, interview, hire, train, supervise, supply, discipline and if necessary, terminate CIS staff. CIS staff assigned to this project, under the direction of the CIS President & CEO and Board of Directors, are responsible for oversight of CIS activities.

12. Notification to the District and appropriate legal authorities of cases presented to its staff that involve suicidal ideation, violent behavior, child abuse, and sexual abuse/harassment. CIS will assist in the resolution of such cases if requested by the District.

13. Serve as a member of the District's emergency/crisis response team attending to the needs of students in any District school when needed as outlined in District guidelines.

14. An annual report of services provided and student outcomes. This report may include an account of resources brought to the District by CIS as well as overall numbers of students participating in various CIS activities. The District may request other reports.

15. Proof of Commercial General Liability Insurance naming the District as additional insured and proof of Automobile Hired, Non-owned Liability Insurance and Workers Compensation Insurance.

16. Leverage funding from public and private sources as needed to support services.

MENTAL HEALTH SUPPORTS

In addition to the above stated case management supports, CIS will provide:

1. Mental health supports, including counseling by 1 full-time licensed mental health professional, for a caseload of 25-30 students at a time. The counselor may serve up to 4 campuses, as directed by the District.

2. Consistently occurring counseling sessions for each student identified as requiring the service, according to student need.

3. Ongoing evaluation of students' mental health risk and progress through evidence-based assessment tools and practices.

4. Clinical supervision by an LCSW-S.

5. If requested, district trainings regarding mental health-related topics. Trainings are provided at an additional fee, to be negotiated.

SECTION 4. DISTRICT PERFORMANCE

In support of this contract, the District shall provide the following:

1. $46,000 annually for each of three (3) full-time CIS case managers and $48,000 for each of one (1) mental health counselors, or a total of $186,000. Two (2) equal payments in the amount of $93,000 shall be made payable to Communities In Schools. The first payment shall be made in September 2023 and the second in January 2024.

2. Office space and furnishings appropriate to CIS needs with a teacher's desk, at least two chairs, and a secure, locking unit in the CIS office (locking file cabinet, locking desk, etc.).

3. Provide phone and internet connectivity (initiate a work order if necessary). Ensure CIS staff have access and connect to school/district WIFI on CIS devices.

4. Authorize use of school copy machine(s), printing machine(s), and paper.

5. Provide district email address and district log-in.

6. Use of school facilities after hours (if needed and coordinated with the campus Principal).

7. Provide inclusion of CIS in the Campus Improvement Plans.

8. Grant student access to the program during the school day (non-core course periods), lunch and after school

9. Access to the school's student data system (TxEIS, Skyward, FOCUS, eSchool, etc.) on a full,"read-only" basis. All student information will be treated as confidential and handled according to federal and state laws, specifically: FERPA, HIPAA and HB 300. This includes grades, attendance, test scores, discipline records, and free/reduced lunch status or other at-risk indicator, for the purposes of qualifying, assessing, and monitoring student progress in accordance with TEA guidelines.

10. Responsibility for all cases involving suicidal ideation, violent behavior, child abuse, and sexual abuse/harassment, according to district policy.

11. Notification in writing of all developments, policy changes or other issues arising within the District or school which affect or have the potential to affect the provisions of this MOU or the operation of CIS programs.

12. Provide invitations to faculty meetings and trainings, and provide opportunities for CIS orientation for school faculty.

13. Allow periodic off-site attendance by CIS staff for professional development training.

14. Approve transportation of students by CIS as a last-resort measure to assure access to community services. It is the prerogative of CIS to accept or refuse transportation requests on a case-by-case basis.

15. Only assign duties such as hall, cafeteria, ISS and similar duties for CIS staff on a short-term, fill-in basis in order to assure time for quality case management.

16. Student referrals by school administrators and teachers at a minimum of 90 per campus.

17. Inclusion of CIS social worker on campus website's listing of school personnel.

SECTION 5. TERMINATION

1. Either of the parties hereto shall have the right in such party's sole discretion and at such party's sole option to terminate this MOU at any time prior to the date of completion upon thirty (30) days written notice. Notification shall promptly be made in writing of such determination, the reasons for such termination, and the effective date of such termination.

2. Upon termination or receipt of notice to terminate, whichever occurs first, CIS shall cancel, withdraw, or otherwise terminate any outstanding orders or subcontracts to be terminated, and shall cease to incur costs thereunder, the District shall not be liable to CIS or to the creditors for costs incurred after the date of termination of this MOU.

SECTION 6. MISCELLANEOUS

Entire Agreement: This MOU shall constitute the complete and exclusive written expression of the intentions of the parties hereto and shall supersede all previous communications, representations, agreements, promises or statements, either oral or written, by and between either party.

Modification: This MOU constitutes the full and total understanding and agreement of the parties, and any modification, amendment or alteration hereto must be agreed in writing by all parties hereto.

Mediation: In the event of any dispute between the parties relating to or arising out of any provision of this agreement, the representatives of the parties shall engage in mediation in a good faith effort to resolve the dispute extrajudicially. The representatives involved in mediation shall be officers or employees with authority to recommend solutions that will resolve the dispute. The party initiating a claim shall arrange for mediation with a mutually agreed mediator at a time and place mutually acceptable to both parties.

Relationship of Parties: CIS is retained by the District as an independent contractor to provide services under this MOU. Nothing herein contained shall create or be construed as creating a partnership, joint venture or agency relationship between any of the parties and no party shall have the authority to bind the other in any respect. None of the employees of the CIS shall be treated as employees of the District with respect to any services provided by them under this contract. No

workers' compensation insurance shall be obtained by the District concerning any of the employees of the CIS. Neither the CIS nor the District shall incur any financial obligation on behalf of the other party without prior written approval of the other party. CIS agrees to indemnify and hold harmless the District from any and all claims, demands, expenses, assignments, losses, or damages, including attorney's fees, arising out of any actions or activities involving CIS that may occur during the term of this agreement

Assignments: The District is granting rights to CIS that the District would not grant to others. Therefore, prior written approval is required for any assignment or subcontract of, within, or under the provisions of this contract. All assignments and subcontracts must require the assignee or subcontractor to assume all of CIS's obligations under this contract, but CIS will remain liable for its obligations regardless of any assignment or subcontract by it.

Notices:

Any notices or other communication hereunder shall be in writing, shall be sent via registered or certified mail, and shall be deemed given when receipt is acknowledged.

If to CIS:

Community In Schools of Greater Tarrant County, Inc.
Attn: Lindsey Garner, President & CEO
5601 Bridge Street, Ste. 501
Fort Worth, Texas 76112

If to the District:

Granbury Independent School District
Attention: Tammy Clark
217 N. Jones Street
Granbury, Texas 76048

IN WITNESS WHEREOF this agreement is signed this 24th day of 2023.

Superintendent — Date: 5/24/2023

President & CEO, Communities In Schools — Date: 5-4-2023

GRANBURY ISD

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 13, 2023**
Action:	**Consent**

TO: Board of Trustees
From: Tammy Clark
Date: June 13, 2023
RE: MOU TCHATT

SUMMARY:

The vision of the TCHATT Project states every child receiving public education in the State of Texas has access to school-based crisis prevention, intervention, and stabilization. In Granbury, mirroring what is happening across the State and Nation, we have seen an increase in the number of students in crisis exhibiting behaviors that need intervention and stabilization. The TCHATT Project is one partnership made available through the Texas Children's Mental Health Care Consortium and funded by Senate Bill 11 to address the gaps in mental health care for children and adolescents in Texas. This partnership will add more resources for our staff responding to the needs of our students.

RECOMMENDATION:

It is recommended that the Board approve the MOU with Texas A&M University Health Science Center for the provision and administration of telehealth services associated with the Texas Child Health Access Through Telemedicine (TCHATT)

Respectfully submitted,

Tammy Clark
Assistant Superintendent

MEMORANDUM OF UNDERSTANDING
TO PROVIDE PEDIATRIC AND ADOLESCENT BEHAVIORAL HEALTH SERVICES VIA TELEHEALTH
BETWEEN
TEXAS A&M UNIVERSITY HEALTH SCIENCE CENTER ON BEHALF OF THE COLLEGE OF MEDICINE AND
Granbury Independent School District

This Memorandum of Understanding ("MOU") is made and entered into by and between Texas A&M University Health Science Center ("TAMHSC"), a health-related institution under the administration of Texas A&M University ("TAMU"), a member of The Texas A&M University System ("the A&M System"), an agency of the state of Texas, on behalf of the College of Medicine ("COM"), and Granbury ISD , located at Granbury ISD for the provision and administration of telehealth services associated with the Texas Child Health Access Through Telemedicine ("TCHATT"), an initiative of the Texas Children's Mental Health Care Consortium ("TCMHCC") funded by the state of Texas. TAMHSC and Site are each individually sometimes referred to as a "Party" and collectively sometimes referred to as the "Parties".

WITNESSETH

WHEREAS, TAMHSC is a health-related institution member of the TCMHCC and has been funded by Senate Bill 11 to address gaps in mental health care for children and adolescents in Texas;

WHEREAS, COM is a component of TAMHSC and operates comprehensive professional education programs for the study of medicine at both the undergraduate and graduate levels;

WHEREAS, COM's Department of Psychiatry operates a research and training clinic, the Texas A&M Telebehavioral Care program ("TBC");

WHEREAS, TCMHCC initiatives are focused on delivering school-based behavioral health services and education;

WHEREAS, the TCHATT initiative is designed to provide school-based access with a mental health professional for high-risk children and adolescents;

WHEREAS, the role of the TCHATT project is the initial intervention and assessment of these students and referral, if necessary (the "TCHATT Project");

WHEREAS, Site desires to participate in carrying out the objectives associated with the TCHATT Project; and

WHEREAS, Site desires to engage the services of TBC; and TBC desires to provide such services to Site.

NOW, THEREFORE, in consideration of the foregoing and the agreements and provisions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

Article 1 - Purpose

Site is ready, willing and able to undertake a portion of the efforts associated with the TCHATT Project as described in "Exhibit A", which is attached hereto and incorporated by reference herein.

Article 2 - Description of Work

Site shall cooperate and shall exert its best efforts in carrying out the specific objectives set out in the Statement of Work, which is attached hereto as "Exhibit B" and incorporated by reference herein, during the Period of Performance set forth below.

Article 3 - Period of Performance

This MOU shall begin upon signature of the Parties and shall continue in full force and effect for five (5) years.

Article 4 - Compensation

All Parties expressly acknowledge that nothing in this MOU shall be construed as establishing an obligation of payment to either Party by the other Party.

Article 5 - TBC Project Director

The TBC Project Director identified in Article 13 shall be responsible for the general guidance and technical direction of all work under this MOU.

Article 6 - Site Key Personnel

The key Site personnel cited below are considered to be essential to the work being performed hereunder (each, a "Key Person"). In the event that a Key Person leaves Site's employment or becomes unable or unwilling to continue the TCHATT Project, Site shall notify TBC in writing reasonably in advance and may propose an individual to replace such Key Person. Any replacement of a Key Person must be approved, in writing, by TBC. In the event a mutually acceptable replacement is not available, TBC shall have the option to immediately terminate this MOU upon written notice to Granbury ISD. The thirty (30) calendar day prior notice required under Article 11 of this MOU is not required for termination by TBC under this Article. Such termination shall be in writing.

Key Personnel:

Name: Cindi Breazeale
Address: 2000 W. Pearl St
Granbury TX 76048

(Ph): 817-408-4711
Email: cindi.breazeale@granburyisd.org

Article 7 - Assurances

A. For purposes of the Family Educational Rights and Privacy Act (FERPA), Site designates TAMHSC as a school official with a legitimate educational interest in any educational records (as defined in FERPA) to the extent TAMHSC requires access to those records to fulfill its obligations under this MOU. TAMHSC shall comply with FERPA as to any such educational records and is prohibited from redisclosure of the educational records except as otherwise authorized by FERPA. Further, TAMHSC and its officers and employees are only permitted to use the educational records for the purpose of meeting TAMHSC's obligations under this MOU

B. All medical and other records and documents prepared by TBC shall be and remain the property of TAMHSC and the applicable patient in accordance with applicable law and shall be treated as

confidential pursuant to applicable federal and state law. Site understands that TBC shall not provide any protected health information to Site without an executed TBC-approved HIPAA consent form.

Article 8 - Reports & Records Inspection

Site agrees to furnish in a timely manner and appropriate format, such progress reports, schedules, and other information required for the TCHATT Project to TBC for its reporting requirements to the TCMHCC. Reports shall be sent to the TBC Project Director at the address shown in Article 13. Furthermore, Site agrees to retain all progress reports, statistical records, and all other records pertinent to this MOU for a minimum of four (4) years from the termination date of this MOU.

Article 9 - Amendment and Modification

This MOU, or any portion hereof, may be amended or modified in writing at any time as mutually agreed upon by the Parties, or as required by TCMHCC.

Article 10 - Independent Relationship

Nothing in this MOU is intended nor shall be construed to create an employer/employee relationship or joint venture relationship between the contracting Parties. The sole interest and responsibility of the Parties is to ensure that the services covered by this MOU shall be performed and rendered in a competent, efficient, and satisfactory manner.

Article 11 - Termination of MOU

A. Either TAMHSC or Site may terminate this MOU, with or without cause, upon thirty (30) calendar days written notification to the other Party. Notice of termination shall be given by prepaid certified or registered mail and shall be deemed to be given on the date so delivered.

B. TAMHSC may terminate this MOU immediately with written notice in the event the TCMHCC terminates the funding under Rule § 3.2519 of the Texas Administrative Code.

Article 12 - Governing Law and Venue

This MOU shall be governed by and construed and enforced in accordance with the laws of the State of Texas.

Article 13 - Communications

Communications between the Parties shall be sent via prepaid certified mail or registered mail to the following and shall be deemed to be given on the date so delivered unless otherwise provided herein:

For TBC:
Programmatic/Project Director:
Name: Carly E. McCord, PhD
Address: 2900 E 29th Street, Suite 300
Bryan, TX 77802

E-mail: cmccord@tamu.edu
Phone: (979) 436-0700
Fax : (979) 436-0062

For Site:
Programmatic:
Name: Leah Dawson, Student Services
Address: 217 N. Jones St,
Granbury TX 76048

E-mail: Leah.dawson@granburyisd.org
Phone:817-408-4046
Fax : 817-408-4014

Administrative:
Name: Kelly Sopchak, PhD, LSSP
Address: 2900 E 29th Street, Suite 300
Bryan, TX 77802

E-Mail: ksopchak@tamu.edu
Phone: (979) 436-0700
Fax : (979) 436-0062

Administrative:
Name: Tammy Clark, Asst. Superintendent
Address: 217 N. Jones St,
Granbury TX 76048

E-mail: tammy.clark@granburyisd.org
Phone: 817-408-4010
Fax : 817-408-4014

Article 14 - Compliance

The Parties acknowledge that each is subject to applicable federal and state laws and regulations. Accordingly, each Party will enforce compliance with all applicable laws, regulations, and requirements, and will make available such information and records as may be reasonably requested in writing by the other Party to facilitate its compliance, except for records that are confidential and privileged by law.

Article 15 - Indemnity

As consideration for Site's participation in the TCHATT Project, Site, to the extent allowed by the Constitution and laws of the state of Texas, agrees to indemnify and hold harmless TAMHSC, its officers, agents and employees (collectively "Indemnities") from any and all claims, actions, demands or suits of any kind or character either by common law or statute, whether now recognized or not, including any and all liability caused in whole or in part by the negligence (whether sole, joint or concurrent), gross negligence, strict liability or other legal fault of Indemnities, and including, but not limited to, any costs expenses or penalties.

Article 16 - Warranty of Authority

The person(s) executing this MOU on behalf of the Parties, or representing themselves as executing this MOU on behalf of a Party, warrant and guarantee that each has been duly authorized by the appropriate Party to execute this MOU on behalf of the Party and to validly and legally bind the Party to all of its terms, performances, and provisions.

Article 17 – Insurance

The Parties acknowledge that liability for the tortious conduct of the agents and employees of TAMHSC (other than professional liability of medical staff physicians, residents and fellows) or for injuries caused by conditions of tangible state property is provided for solely by the provisions of the Texas Tort Claims Act (Texas Civil Practice and Remedies Code, Chapters 101 and 104), and that Workers' Compensation Insurance coverage for employees of TAMHSC is provided by TAMHSC as mandated by the provisions of Texas Labor Code, Chapter 503. The Parties further acknowledge that TAMHSC shall have the right, at its option, to either (a) obtain liability insurance protecting TAMHSC and its employees and property insurance protecting TAMHSC's buildings and the contents, to the extent authorized by Section 51.966 of the Texas Education Code or other law; or (b) self-insure against any risk that may be incurred by TAMHSC as a result of its operations under this MOU. Any obligation by TAMHSC under this MOU to obtain insurance is expressly made subject to TBC's authority under state law to obtain such insurance.

Article 18 – Background Screenings

TAMHSC will require all TBC employees, students and volunteers who provide services pursuant to this MOU to submit to a criminal background check. TAMU employees, students and/or volunteers with disqualifying criminal histories are prohibited from providing services under this MOU. TAMHSC

shall be responsible for all costs associated with any criminal background checks.

Article 19 – Other

Neither Party is required to perform any term, condition, or covenant of this MOU, if performance is prevented or delayed by a natural occurrence, a fire, an act of God, an act of terrorism, or other similar occurrence, the cause of which is not reasonably within the control of such party and which by due diligence it is unable to prevent or overcome.

The validity of this MOU and all matters pertaining to this MOU, including but not limited to, matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the Constitution and the laws of the State of Texas. Pursuant to Section 85.18, *Texas Education Code*, venue for any suit filed against TAMHSC shall be in Brazos County, Texas.

The dispute resolution process provided in Chapter 2260, *Texas Government Code*, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by TAMHSC and Site to attempt to resolve any claim for breach of contract made by Site that cannot be resolved in the ordinary course of business. Site shall submit written notice of a claim of breach of contract under this Chapter to the Vice President & Chief Financial Officer of Texas A&M University Health Science Center, who shall examine Site's claim and any counterclaim and negotiate with Site in an effort to resolve the claim.

Site acknowledges that TAMHSC is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law. Upon TAMHSC's written request, Site will promptly provide specified contracting information exchanged or created under any resultant agreement for or on behalf of TAMHSC. Site acknowledges that TAMHSC may be required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code. The requirements of Subchapter J, Chapter 552, Texas Government Code, may apply to this Agreement and Site agrees that this Agreement can be terminated if Site knowingly or intentionally fails to comply with a requirement of that subchapter.

Site expressly acknowledges that TAMHS is an agency of the state of Texas and nothing in this MOU will be construed as a waiver or relinquishment by TAMHSC of its right to claim such exemptions, privileges, and immunities as may be provided by law.

Pursuant to Chapter 2270, *Texas Government Code*, Site certifies Site (1) does not currently boycott Israel; and (2) will not boycott Israel during the Term of this MOU. Site acknowledges this MOU may be terminated and payment withheld if this certification is inaccurate.

Site shall not use TAMHSC's name, logo or other likeness in any press release, marketing materials or other public announcement without receiving TAMHSC's prior written approval.

Pursuant to Subchapter F, Chapter 2252, *Texas Government Code*, Site certifies Site is not engaged in business with Iran, Sudan, or a foreign terrorist organization. Site acknowledges this MOU may be terminated and payment withheld if this certification is inaccurate.

A state agency may not accept a bid or award a contract, including a contract for which purchasing authority is delegated to a state agency, that includes proposed financial participation by a person who, during the five-year period preceding the date of the bid or award, has been convicted of any offense related to the direct support or promotion of human trafficking. A bid or award subject to the

requirements of this section must include the following statement: "Under Section 2155.0061, Government Code, the vendor certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate."

Site is responsible for ensuring that its employees involved in any work being performed for TAMHSC under this Agreement have not been designated as "Not Eligible for Rehire" as defined in System policy 32.02, Discipline and Dismissal of Employees, Section 4 ("NEFR Employee"). In the event TAMHSC becomes aware that Site has a NEFR Employee involved in any work being performed under this Agreement, TAMHSC will have the sole right to demand removal of such NEFR Employee from work being performed under this Agreement. Non-conformance to this requirement may be grounds for termination of this Agreement by TAMHSC.

Article 19 - Signatures

IN WITNESS WHEREOF, the undersigned contracting Parties bind themselves to the faithful performance of this MOU.

Approved and Accepted:

_____

TAMHSC Signature Block

Date: _____

Approved and Accepted:

_____

Site Signature Block

Date: _____

EXHIBIT A - DESCRIPTION OF TCHATT PROJECT

Vision Statement:
Every child receiving public education in the State of Texas has access to school-based crisis prevention, intervention, and stabilization.

Definition of TCHATT:
The TCHATT initiative is designed to provide school-based access with a mental health professional for high-risk children and adolescents.

The role of TCHATT is the initial intervention and assessment of these students and referral, if necessary. TCHATT funds may not be used for ongoing management of the student's mental health needs.

Key Components of a Successful TCHATT Program:

•**Telemedicine or telehealth** – Programs should leverage the use of telecommunications technology to ensure prompt access to a mental health professional. Technology should be located at both the originating site in the school and at the location of the mental health professional.

•**Identify mental health needs** – Site should be trained/educated on how to identify children who may have need for TCHATT services. This initial identification may be done by a variety of school personnel, including teachers, counselors, nurses, or school administrators, who then refer students to the school counselor or designated TCHATT support person on campus. The school counselor or TCHATT support person can then connect the student with TCHATT services and facilitate communication with the parents/guardian. The goal is to quickly identify a child who is experiencing a mental health challenge.

•**Assess mental health needs** – Programs must use a mental health professional (LPC, CAP, psychology doctoral student, etc.) to provide an appropriate assessment of the mental health needs of the child who is identified and referred by the school counselor or TCHATT support person.

•**Provide access to mental health services** – Utilizing telecommunications technology, a program will provide initial mental health services to an identified child. These services should include a diagnostic evaluation with a behavioral health professional with primary goals of assessment and stabilization. The duration of these services shall be approximately two months. If ongoing care is needed, the child should be referred to a separately funded resource (e.g, public or private insurance, indigent-funded services) for longer term care using one of the strategies outlined above.

•**Prioritize needs of at-risk children and adolescents** – Programs should have a triage system for prompt review of school referral and appropriate triage of symptom severity.

EXHIBIT B – STATEMENT OF WORK

•TAMHSC TCHATT Covered Services

- **Services:** TBC shall provide the following pediatric and adolescent behavioral health services remotely by means of telecommunications technology to mutually-agreed upon students of Site ("Patient"): case consultation, risk assessment, therapeutic intervention, therapy, psychoeducation, medication evaluations, psychopharmacological interventions, treatment and intervention recommendations, and referral services. Prior to providing any telehealth services to a Patient, TBC will obtain an executed telehealth consent form from the Patient or the Patient's parent or guardian. TBC will schedule the Patient with a TBC behavioral health professional with the primary goals of assessment and stabilization. If ongoing care is needed, TBC will refer the Patient to a separately funded resource for longer term care.

- **Personnel:** TBC will utilize licensed personnel, including psychologist and psychiatrist, doctoral level trainees, and support staff, including administrative and information technology ("IT") staff. TBC will provide supervision for its personnel from its facilities at TAMHSC.

- **Training:** TBC will train Site staff on the use of the TBC telehealth platform.

- **Materials:** TBC will provide any program specific materials (e.g. flyers, brochures) upon request for distribution by Site for informational and promotional purposes.

- **Education:** TBC will provide education Youth Aware of Mental Health of ("YAM") for districts upon request.

• School District's Responsibilities

- **School Counselor/TCHATT Support Person:** Identify one person on campus through which referrals to TCHATT will be routed. Individual will communicate and consult with TCHATT as needed to obtain and facilitate services for students.
- **Referrals:** Site will identify students who have a need for TCHATT services by referring those students to the school counselor or designated TCHATT support person on campus and facilitating communication with the student's parents or guardian. Site will obtain any necessary consents from each student or the student's parent or guardian prior to sharing any personal information about the student with TBC.

- **Location:** Provide a location on campus with a secure internet connection where private, confidential telehealth services can be provided to students through TCHATT. At TAMHSC's request, Site shall allow TAMHSC onto Site to inspect the location to ensure provided location is confidential.

- **Equipment:** Site will be responsible to have an Internet-connected device (i.e., tablet, laptop, or desktop computer) with camera and microphone capabilities ("Equipment"). Site will be responsible for the maintenance, the training Patients on how to use such devices, and HIPAA-compliance of Equipment. At TAMHSC's request, Site shall allow TAMHSC to validate the Equipment for such compliance. If the district participates in YAM, the school will provide onsite access to space for delivery of educational content.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13, 2023
For: Approval

TO: Dr. Jeremy Glenn, Superintendent

FROM: Emmett Whitefield
Chief Financial Officer
DATE: June 8, 2023
RE: Budget Amendments

SUMMARY:

Attached are the monthly general fund budget amendments for Board approval. The first page is the budget amendment for the current period and indicates any increases to revenue as well as increases/decreases to each function and the overall net effect of the amendment totals to the budget. For convenience, the budget amendments that will generate new revenue (i.e. campus book fairs, etc.) or are the result of donations made to GISD, have been highlighted in green so that the board may recognize these donations and efforts if they so choose. The second page is a summary and indicates how the current amendment will impact the overall general fund budget as well as how any previous amendments have impacted the budget.

BUDGET IMPACT: As indicated on the attached.

RECOMMENDATION:

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Emmett Whitefield
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: June 8, 2023

2022-2023
Budget Amendment #10
General Operating

	June 13, 2023 Meeting Proposed Budget Amendment #10	Increase	Decrease	Net Effect
Object	**Revenue**			
5700	Revenue Generated	-	-	
5800		-	-	
5900		-	-	
	Total	**-**	**-**	**-**
Function	**Expenses**			
11	**Overall effect on Function 11**	**-**	**-**	**-**
12	**Overall effect on Function 12**	**-**	**-**	**-**
13	**Overall effect on Function 13**	**-**	**-**	**-**
21	**Overall effect on Function 21**	**-**	**-**	**-**
23	**Overall effect on Function 23**	**-**	**-**	**-**
31	**Overall effect on Function 31**	**-**	**-**	**-**
32	**Overall effect on Function 32**	**-**	**-**	**-**
33	**Overall effect on Function 33**	**-**	**-**	**-**
34	**Overall effect on Function 34**	**-**	**-**	**-**
36	**Overall effect on Function 36**	**-**	**-**	**-**
41	**Overall effect on Function 41**	**-**	**-**	**-**
51	**Overall effect on Function 51**	**-**	**-**	**-**
52	**Overall effect on Function 52**	**-**	**-**	**-**
53	**Overall effect on Function 53**	**-**	**-**	**-**
61	**Overall effect on Function 61**	**-**	**-**	**-**
71	**Overall effect on Function 71**	**-**	**-**	**-**
81	CTE - Amend funds to be spent on greenhouse	96,000.00	-	
	Overall effect on Function 81	**96,000.00**	**-**	**96,000.00**
91	**Overall effect on Function 91**	**-**	**-**	**-**
93	**Overall effect on Function 93**	**-**	**-**	**-**
99	**Overall effect on Function 99**	**-**	**-**	**-**
	Total	**96,000.00**	**-**	**96,000.00**

Other Donations from Community:

Donation from Shottenkirk Automotive to the GHS JR Optimist Club for 16 scholarships	4,000.00
Donation from American Legion Post 491 to GHS for Good Citizenship Scholarship	500.00
Donation from American Legion Post 491 to GHS MJROTC for scholarships	1,000.00
Donation from Louis & Rhapsody Gigliotti to Extended School Day to supplement families struggling with tuition	1,000.00
Donation from First National Bank to Acton Elementary to fund transportation for 3rd grade to Langdon Ranch	200.00
Donation from Buchholz Ranch to GHS AG Mechanics campus activity fund for project expenses	600.00
Donation from Ducks Unlimited to GHS FFA campus activity fund for fire pit projects	850.00
Donation from GHS Volleyball Booster Club to GHS Volleyball to supplement travel	2,100.00
Donation from Patriot Gargage Door & Service to Athletics campus activity fund to supplement Football Summer Camp	1,500.00
Total Donations from Community	**11,750.00**

Granbury Independent School District

Fiscal Year 2020-2021

		Adopted Budget	Prior Budget Amendments	Budget Amendment 6/13/2023	Revised Budget
	REVENUE				
5700	Local Revenue	74,624,999.00	1,499,000.00	-	76,123,999.00
5800	State Revenue	7,313,945.00	-	-	7,313,945.00
59/7900	Federal Programs/Other Sources	1,515,086.00	-	-	1,515,086.00
	Total	**83,454,030.00**	**1,499,000.00**	**-**	**84,953,030.00**
	EXPENDITURES				
11	Instruction & Instr. Related Services	46,622,674.00	(1,057,094.00)	-	45,565,580.00
12	Instructional Resources & Media Serve	797,371.00	(34,250.00)	-	763,121.00
13	Curriculum & Instr. Staff Development	815,041.00	(27,145.00)	-	787,896.00
21	Instructional Leadership	1,053,269.00	(14,137.00)	-	1,039,132.00
23	School Leadership	3,908,681.00	99,474.00	-	4,008,155.00
31	Guidance, Counseling & Evaluation Serve	2,409,100.00	(33,696.00)	-	2,375,404.00
32	Social Work Services	23,904.00	(23,904.00)	-	-
33	Health Services	479,726.00	(22,879.00)	-	456,847.00
34	Student (Pupil) Transportation	3,457,650.00	830,446.00	-	4,288,096.00
35	Food Service	-	-	-	-
36	Co curricular/Extracurricular Activities	2,228,715.00	(21,691.00)	-	2,207,024.00
41	General Administration	2,653,788.00	94,911.00	-	2,748,699.00
51	Plant Maintenance and Operations	6,809,123.00	323,326.00	-	7,132,449.00
52	Security & Monitoring Services	1,205,793.00	(25,900.00)	-	1,179,893.00
53	Data Processing Services	1,644,395.00	-	-	1,644,395.00
61	Community Services	134,830.00	(92,861.00)	-	41,969.00
71	Debt Service (M&O)	-	-	-	-
81	Facilities Acquisition	-	8,323,957.00	96,000	8,419,957.00
91	Contracted Instruction Services - Chapter 41	7,484,369.00	-	-	7,484,369.00
93	Shared Services Arrangement	-	-	-	-
99	Other Governmental Charges	1,725,601.00	-	-	1,725,601.00
00	Other Uses	-	-	-	-
	Total Budgeted Expenditures	**83,454,030.00**	**8,318,557.00**	**96,000**	**91,868,587.00**
	Excess Revenue over (Under) Expenditures	**-**	**(6,819,557.00)**	**(96,000)**	**(6,915,557.00)**

Prepared by:
E Whitefield

Director of Human Resources

For:	**Board of Trustees**
Date:	**June 7, 2023**
Action:	**Discussion/Action**

To:	**Dr. Jeremy Glenn, Superintendent**
From:	**Wes Jones**
Date:	**June 13, 2023**
RE:	**Salary Pay Schedules**

SUMMARY:

We have adjusted the pay schedules with a 1.5% increase to the mid-point for daily rates for 2023- 2024 school year. Also included are the stipends and extra duty schedules.

RECOMMENDATION:

That the board approve the salary pay schedules stipends and extra duty schedules for the 2023-2024 school year as presented.

Respectfully submitted,

Wes Jones
Director of Human Resources

Staff Responsible: **Dr. Jeremy Glenn**
Emmett Whitefield
Wes Jones

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

CURRICULUM AND INSTRUCTION

TO: Dr. Jeremy Glenn, Superintendent	**FROM**: Stacie Brown **DATE**: June 13, 2023 **RE**: TEKS Certification Form

SUMMARY:

In accordance with TEC 31.04, school districts and charter schools are required to annually certify to the State Board of Education and the commissioner that, for each subject in the required curriculum other than physical education, students have access to instructional materials that cover all the Texas Essential Knowledge and Skills (TEKS).

Attached is the completed 2023-2024 Allotment and TEKS Certification Form for Board approval.

Respectfully submitted,

Stacie Brown
Director of Curriculum and Instruction

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

CURRICULUM AND INSTRUCTION

TO: Dr. Jeremy Glenn	**FROM**: Stacie Brown **DATE**: June 6, 2023 **RE**: K-3 Phonics Adoption

SUMMARY:

In order to select a new phonics resource for students in kindergarten through 3rd grade, the GISD Early Childhood Coordinator formed a committee of K-3 teachers to consider TEA approved resources and select the phonics program for GISD. During the selection process, all K-3 teachers across the district were invited to view the presentations by the vendors and give feedback. They selected Benchmark Phonics for K-3. Following the selection, the program was displayed for community review and a link to the materials was posted on the GISD website. In the 30 days it was posted/displayed, no comments were received.

The specific selection made is:

- Benchmark Phonics for K-3, Benchmark Education

RECOMMENDATION:

It is recommended that this phonics adoption is approved by the board.

Respectfully submitted,

Stacie A Brown

Stacie Brown
Director of Curriculum and Instruction

Child Care Facility

For:	**Board of Trustees**
Date:	**June 13, 2023**

To: **Board of Trustees** **From: Tiffany Rodriguez**

RE: **T.E.A.C.H. Early Childhood TEXAS Scholarship Program for Little Buccaneers Employees**

Action: ☐ **Approve** ☐ **Review** ☐ **Report**

SUMMARY:
T.E.A.C.H. Early Childhood Texas is a comprehensive scholarship model designed to retain early childhood professionals through increasing their education and compensation. Their scholarships utilize a cost-sharing model that creates a partnership between the scholarship recipient, their employer, and T.E.A.C.H. Early Childhood Texas.

RECOMMENDATION:
It is further recommended that Granbury Independent School District Trustees approve the T.E.A.C.H. Early Childhood TEXAS Scholarship for Little Buccaneers Employees as presented.

Respectfully,

Tiffany Rodriguez
Child Care Coordinator

Little Buccaneers GISD Staff Child Care Center

T.E.A.C.H. Early Childhood Scholarship Program

Tiffany Rodriguez

T.E.A.C.H. Early Childhood Scholarship Program

T.E.A.C.H. Early Childhood Texas is a comprehensive scholarship model designed to retain early childhood professionals through increasing their education and compensation. Their scholarships utilize a cost-sharing model that creates a partnership between the scholarship recipient, their employer, and T.E.A.C.H. Early Childhood Texas.

Eligibility Criteria:

- High school diploma or GED
- Earn less than $20 per hour
- Employed at a licensed child care center
- Work a minimum of 30 hours per week

The goals of T.E.A.C.H. Early Childhood are:

-To provide educational scholarship opportunities for people working in regulated child care centers and family child care homes;
-To increase the knowledge base of early childhood professionals working with young children, thus improving the care these children receive;
-To encourage child care programs to support the continuing education of their staff;
-To provide increased compensation that is directly related to increased education;
-To reduce staff turnover by supporting the above goals while also requiring from participants a specified time commitment to their sponsoring program after their scholarship year;
-To provide a sequential professional development path for teachers and family child care home providers currently in the field;
-To create a model of partnership for improving the quality of care that children in child care programs receive.

CDA Assessment Fee Scholarship

	T.E.A.C.H. Scholarship	Sponsoring Employer	Scholarship Recipient
CDA Assessment Fee	$403.75	$21.25	$0.00
Completion Award	$200	NA	Receive CDA Credential
Commitment Award	$250	$150 Bonus or 2% raise	Remain employed with sponsoring employer for 6 months

Minimum starting pay is $12.00/hour. A 2% increase is $0.24, roughly $364.80 for the year.

Associates Degree Scholarship

	T.E.A.C.H. Scholarship	Sponsoring Employer	Scholarship Recipient
Tuition and Books	90%	5%	5%
Travel Stipend	$200/semester	NA	NA
Release Time	$22/hour	Up to 4 hours/week	NA
Completion Award	$350	NA	9-15 credits hours
Commitment Award	$500	$300 bonus or 2% raise	Remain employed with sponsoring employer for 12 months

Average annual tuition cost for an Associate's degree is $3,800. 5% of that is $190.

Bachelor's Degree Scholarship

	T.E.A.C.H. Scholarship	Sponsoring Employer	Scholarship Recipient
Tuition and Books	90%	5%	5%
Travel Stipend	$200/semester	NA	NA
Release Time	$22/hour	Up to 4 hours/week	NA
Completion Award	$500	NA	12-18 credits hours
Commitment Award	$1,000	$300 bonus or 2% raise	Remain employed with sponsoring employer for 18 months

Average annual tuition cost for a Bachelor's degree is $12,450. 5% of that is $622.50.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13,2023
For: Action

TO: Dr. Jeremy Glenn, Superintendent

FROM: Wes Jones
DATE: June 8, 2023
RE: 2023-24 Salary Increase

SUMMARY:

Board Policy DEA (Local) states that, "*The Superintendent shall recommend an annual compensation plan for all District employees. The compensation plan may include wage and salary structures, stipends, benefits, and incentives. The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District*."

As such, the budget to be adopted prior to August 31, 2023 will include the cost associated with a salary increase, if approved. Projected budget information is being provided to aid the Board in determining the feasibility of approving a salary increase. A budget scenario provided is based on Preliminary Property Value Estimates received as of 4/28/2023. Included within this Preliminary budget is a scenario that includes an average increase of $1,850 for Teacher / Librarian / RN and SLP Assistant and SLP Bachelor positions along with a 3% mid-point increase for all other positions. The scenario will also include an increase to the stipend schedule presented at this meeting. The new stipends will be added or increased upon board approval. In addition to the salary increases above the district increased all bus drivers to a minimum of $18/hr. Bus driver leads were increased to a minimum of $19/hr. Additionally, all pay schedules have been adjusted as presented, to bring all pay grades above $15/hr.

A 5-year trend has also been included of Preliminary Property Values estimated on or about May 1st each year by the Hood County Appraisal District (HCAD) versus Property Value Certified by HCAD on or about July 25th each year. The estimated increase in property values by the time it is certified is based on these trends. However, the estimated increase is not calculated into the preliminary proposed budget amounts provided. It should also be noted that a $1,850 increase for the average teacher is equivalent to approximately a 3% raise for other employees across the salary schedules.

In past years, recommendations for a salary increase and the approval of the corresponding salary schedules were presented to the Board for approval in late August when the budget was adopted. And in more recent years, recommendations for salary increases have been presented in late July at the budget workshop in an effort to give District HR and Payroll staff adequate time to make necessary changes in our finance system prior to the beginning of the new school year. Approved salary increases were then paid retroactively on the first payroll of the new school year in one lump sum to those employees whose contracts for the new year started on a date prior to Board approval of the salary increase, i.e. a 226 day employee whose contract start date is July 1st. This method of approving salary increases and then retro paying certain employees with

earlier contract start dates has worked fine until TRS made sweeping changes in their new payroll manual. With TRS's re-writing of the Payroll Manual, they have determined that retro pay is not considered TRS creditable compensation because the raise was approved after the start of the affected employees' contract and work has commenced under said contract.

In simple terms, this means that retro pay can no longer be reported as compensation eligible for TRS retirement calculation purposes and therefore will not be used in calculating the affected employees' retirement annuity when they retire. So in order for certain employees to avoid not being able to count a portion of an approved salary increase as TRS eligible compensation, salary increases for the upcoming year will need to be approved prior to the earliest employee contract start date, which is July 1st.

RECOMMENDATION:

That the Board approve salary increases for the 2023-24 school year as presented by the Superintendent prior to the July 1st contract start date for 12 month employees.

Respectfully submitted,

Wes Jones
Director of Human Resources

Staff Person Responsible:	Dr. Jeremy Glenn Wes Jones Emmett Whitefield
Date Submitted:	June 8, 2023

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13, 2023
For: Approval

TO: Dr. Jeremy Glenn, Superintendent

FROM: Emmett Whitefield
DATE: June 8, 2023
RE: Depository Bank bid

SUMMARY:

Pursuant to existing previsions of Chapter 45, Subchapter G, School District Depositories, Texas Education Code, it is the intention of the Board of Trustees of the Granbury Independent School District (Granbury ISD) to enter into a contract for Depository Services for banking functions for all funds of the district for a two-year period. The period Depository Services are needed will cover September 1, 2023, though August 31, 2025. With optional renewals every two years.

To accomplish this, Granbury ISD issued a Request for Proposal (RFP) using the standardized Depository Services RFP template provided by the Texas Education Agency.

An analysis of the process and the resulting responses was done by the Chief Financial Officer, Emmett Whitefield, Purchasing Manager, Houcine Chraibi, and the Business Manager, Kathy Butler. Granbury ISD received seven responses.
After a thorough evaluation process, two banks have emerged as excellent contenders based on their strong financial stability, extensive experience serving public school districts, comprehensive service offerings, competitive pricing, and advanced technology capabilities. It is recommended that Plains Capital Bank and First Financial Bank be presented to the board for their final selection, as both banks have demonstrated exceptional suitability to meet the needs of Granbury ISD

RECOMMENDATION:

It is recommended that the board selects one of these banks based on their preference and suitability to meet the specific needs of Granbury ISD. For a period of initial two years term, starting September 1, 2023.



Emmett Whitefield
Chief Financial Officer

Staff Person Responsible: Houcine Chraibi

Date Submitted: June 8, 2023

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13, 2023
For: Approval

TO: Dr. Jeremy Glenn, Superintendent

FROM: Emmett Whitefield
DATE: June 8, 2023
RE: Security Window Film and Impact Protection Adhesive Campuses

SUMMARY:

Board Policy CH(LOCAL) requires board approval on purchases of $50,000 or more. The policy states, "The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place, except as otherwise provided in policy."

The exceptions to the $50,000 threshold in CH(LOCAL) are purchases made through an interlocal contract, a cooperative contract, a state contract, or a continuous or periodic purchase under a Board-approved bid or contract of over $100,000. GISD is able to purchase directly from these contracts because they have been through a competitive process. Following an extensive solicitation process that included vendor visits, Epic Solar Control was approved last month, and a purchase order was issued for a turnkey installation at the price of $353,767.00. When requested to provide payment and performance bond insurance, the vendor responded three weeks later stating that they did not include the required insurance in their proposal and asked for an additional 2% to the total amount. This triggered a new set of events. After offering the option to EPIC to stay at their current price, they refused. With most school districts already awarding their projects, it was very competitive to be back late in the market and solicited updated bids. We received a competitive bid from a 3M preferred reseller, NGS Films and Graphics, which emerged as the lowest bidder for this project, and their proposal included the payment and performance bond. It is an apples-to-apples scope of work with a similar 3M Ultra800 product. The total expenditure for this purchase at GHS, Brawner Elementary School, Emma Roberson, Baccus, Stars/BTC, Oakwoods, AMS, GMS, Little Bucks Child Care, AES, and Mambrino STEAM is $305,195.00 with a saving of $55,647.34. This award will replace the previous approval.

After reviewing both resubmissions of the proposals received, and after review by the Chief Security Officer, Wade Clark, the Purchasing Manager recommends approval of this expenditure.

RECOMMENDATION:

It is recommended that the Board approve the purchase of Security Window Film and Impact Protection Adhesive from NGS Films and Graphics through the TIPS contract for a total of $305,195.00. This purchase is funded by a state of Texas grant specifically allocated for security window film for Granbury ISD.



Emmett Whitefield
Chief Financial Officer

Staff Person Responsible: Houcine Chraibi
Wade Clark

Date Submitted: June 8, 2023

GRANBURY ISD

OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 13, 2023**
	Information

TO: **Board of Trustees**
From: **Tammy Clark**
Date: **October 17, 2022**
RE: **Informational Update TEA A-F Refresh**

SUMMARY:

The design of A-F reflects the TEA's commitment to recognize high student achievement and the impact of highly effective educators on student progress while maintaining focus on student groups most in need. The refresh is designed to improve rigor, transparency, and fairness of the accountability system based on defined criteria as determined by the state. The refresh framework also reflects the value on continuous improvement to drive outcomes for all Texas Children.
In support of school districts and to provide clarity regarding the new framework, TEA has provided information to share with School Boards and stakeholders.

Respectfully submitted,

Tammy Clark
Assistant Superintendent

Texas Education Agency

A–F Refresh Template

District Presentation to School Board

May 2023

Texas Education Agency

Why Refresh the *A-F* System?

A-F is a tool to help meet continuously improved goals for students

According to state law, the purpose of *A-F* accountability is:

- **to continuously improve student performance**
- **eliminating achievement gaps** based on race, ethnicity, and socioeconomic status
- to ensure this state is a national leader in **preparing students for postsecondary success.**

Improve Student Performance



Eliminate Achievement Gaps



Prepare Students for Postsecondary Success



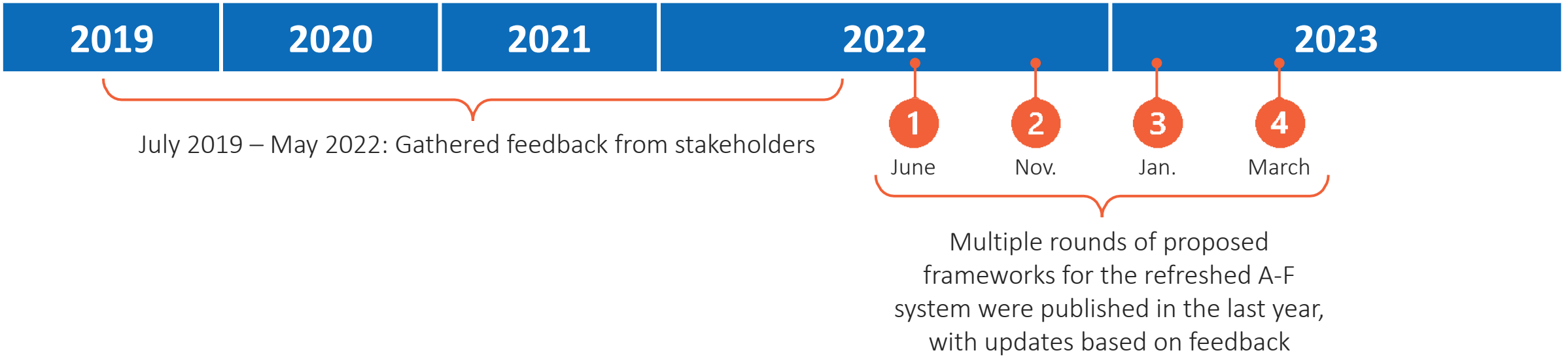
Fostering a **culture that supports growth** and continuous improvement when this performance information is public is a difficult but **critical task for education leaders.**

As a district, we have additional information we monitor to help us inform performance

Many of these measures correlate directly or directly impact A-F accountability ratings

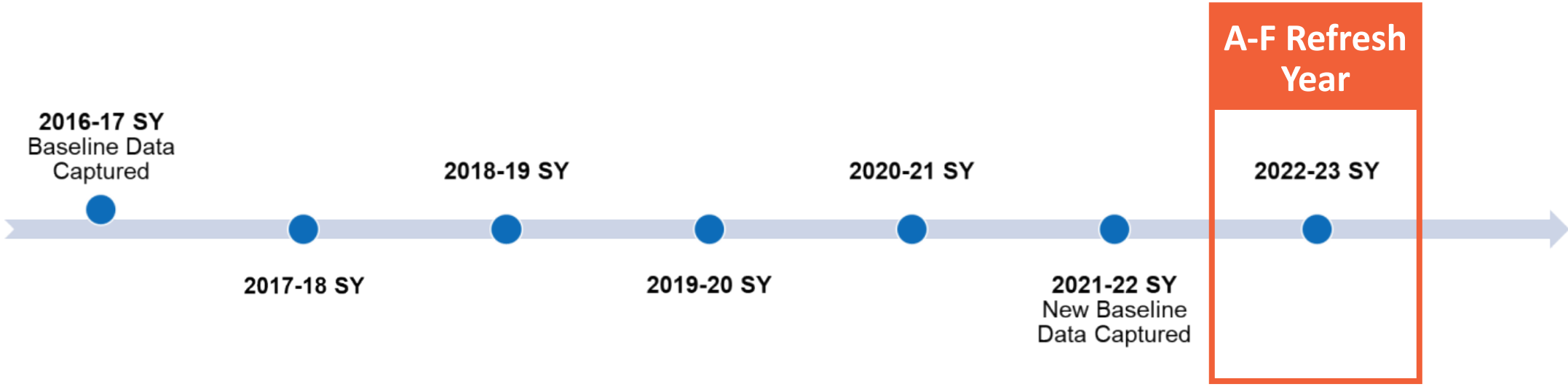
- *Growth in normed tests (CLI, mClass, MAP)*
- *Graduation rate*
- *% of graduates attending college*
- *Advanced classes taken (onramps, DC, AP)*
- *IBCs earned*
- *% of students connected to activities*
- *Attendance rates*

Extensive feedback has been gathered on potential *A-F* changes



The *A-F* system has stayed the same during the past 5 years, but statute requires updates to meet goals for students

- To help school leaders reflect on performance improvements, A-F cut points have remained unchanged since launched in 2017.
- But A-F indicators must be updated given statutory requirements guiding the goals of the system. 2023 is the year for those changes.



Texas Education Agency

What is “What If”?

Evaluating performance will be different this year

- 2022 ratings and 2023 ratings are using different methodologies.

- Because of the *A-F* Refresh:
  - SY 2022-23 ratings will be based on a different set of rules than previous *A-F* ratings.
  - 2022 ratings and 2023 ratings cannot be compared side-by-side.
  - It is possible a campus with an *A* rating in 2022 may improve in 2023…
    - …and yet receive a *B* rating.

It's not a **simple apples-to-apples comparison** this year.

Because of this, TEA is providing districts ***preliminary*** "What If" ratings

- "What If" ratings are preliminary versions of campus and district ratings using the new *A-F* methodology in order to view 2022 results under the refreshed framework.
- "What If" preliminary ratings ***do not*** replace 2022 ratings. They are another tool to support continuous improvement moving forward.
- The 2023 Accountability Manual is open for public comment until June 20, 2023, so "What If" ratings released on May 31st to districts are ***preliminary***.
- Because they are preliminary, they are being shared with districts directly, and are not yet being publicly published.

In Fall 2023, TEA will publicly share "What If" ratings with 2023 ratings



- "What If" final versions of campus and district ratings from 2022, using the new *A-F* methodology will be shared alongside 2023 ratings in Fall 2023.
- This will allow board members, educators, parents and the public to get a sense of whether performance ratings issued in 2023 represent higher, lower, or similar performance as ratings issued in 2022 to support continuous improvement moving forward.

TXSchools.gov will provide an **apples-to-apples comparison** of ratings under the refreshed cut points & methodology in Fall 2023.

Texas Education Agency

Preview of Preliminary "What If" Ratings

Let's get familiar with changes to A-F

Preliminary "What If" ratings for Mambrino Elementary

	2022 Score	What If Score (2022 data & 2023 methodology)	Changes to methodology
Domain 1 Student Achievement	90	90	No change for elementary and middle schools. High schools and K-12s have increased standards for college, career, and military readiness and graduation rates.
Domain 2 Student Progress	86	86	No change in methodology. Continues to be best of Domain 2a and 2b.
Domain 2a Academic Growth	86	85	Updates methodology to capture growth for more students and includes learning acceleration.
Domain 2b Relative Performance	86	86	No change for elementary and middle schools. High school recalculated given recent improvements in college, career, and military readiness.
Best of Domain 1 and Domain 2	90	90	No change in methodology. 70% of overall rating continues to be the best of Domain 1 and 2.
Domain 3 Closing the Gaps	92	85	Includes more students with a minimum size of 10. Moves from a yes/no to a 0-4 methodology to improve differentiation. Tabulations now focus on just the student groups most in need. Aligned with updated long-term targets.
Overall	91	89	If a school has <70 in 3 out of the 4 areas (Domain 1, Doman 2a, Domain 2b, Domain 3), the highest overall they can receive is a 69.*

*This doesn't apply to dropout recovery schools or if Domain 1 is the one area with a score of 70+.

Preliminary "What If" ratings for Granbury High School

	2022 Score	What If Score (2022 data & 2023 methodology)	Changes to methodology
Domain 1 Student Achievement	85	74	No change for elementary and middle schools. High schools and K-12s have increased standards for college, career, and military readiness and graduation rates.
Domain 2 Student Progress	80	73	No change in methodology. Continues to be best of Domain 2a and 2b.
Domain 2a Academic Growth	73	69	Updates methodology to capture growth for more students and includes learning acceleration.
Domain 2b Relative Performance	80	73	No change for elementary and middle schools. High school recalculated given recent improvements in college, career, and military readiness.
Best of Domain 1 and Domain 2	80	74	No change in methodology. 70% of overall rating continues to be the best of Domain 1 and 2.
Domain 3 Closing the Gaps	79	69	Includes more students with a minimum size of 10. Moves from a yes/no to a 0-4 methodology to improve differentiation. Tabulations now focus on just the student groups most in need. Aligned with updated long-term targets.
Overall	83	73	If a school has <70 in 3 out of the 4 areas (Domain 1, Doman 2a, Domain 2b, Domain 3), the highest overall they can receive is a 69.*

*This doesn't apply to dropout recovery schools or if Domain 1 is the one area with a score of 70+.

Preliminary "What If" ratings for Granbury ISD

* District ratings are now calculated using a weighted average of campus ratings, as opposed to calculating the district as a single K-12 campus. This increases alignment of district ratings with campus ratings.

Domain Roll-up from Campuses*	2022 Score	What If Score (2022 data & 2023 methodology)	Changes to methodology
Domain 1 Student Achievement	83	80	No change for elementary and middle schools. High schools and K-12s have increased standards for college, career, and military readiness and graduation rates.
Domain 2 Student Progress	83	80	No change in methodology. Continues to be best of Domain 2a and 2b.
Domain 2a Academic Growth	82	75	Updates methodology to capture growth for more students and includes learning acceleration.
Domain 2b Relative Performance	83	80	No change for elementary and middle schools. High school recalculated given recent improvements in college, career, and military readiness.
Best of Domain 1 and Domain 2	83	80	No change in methodology. 70% of overall rating continues to be the best of Domain 1 and 2.
Domain 3 Closing the Gaps	78	76	Includes more students with a minimum size of 10. Moves from a yes/no to a 0-4 methodology to improve differentiation. Tabulations now focus on just the student groups most in need. Aligned with updated long-term targets.
Overall	82	79	If a school has <70 in 3 out of the 4 areas (Domain 1, Doman 2a, Domain 2b, Domain 3), the highest overall they can receive is a 69.*

*This doesn't apply to dropout recovery schools or if Domain 1 is the one area with a score of 70+.

Preliminary "What If" ratings viewed statewide for context

Note: The accountability manual is open for public comment until June 20, so "What If" ratings are *preliminary.*

Campuses	2021-22 Ratings Stay the Same	2021-22 Ratings Decrease	2021-22 Ratings Increase
Number	5924	2467	575
Percentage	66%	28%	6%

Across the state, when viewing preliminary "What If" ratings:

- Applying the *A-F* Refresh methodology to 2021-22 performance causes some campus ratings to go up, some ratings to go down, and some ratings to remain unchanged.
- 575 campuses would have a **higher** *preliminary* "What If" rating than their actual 2022 final rating.

Next Steps



- This preliminary "What If" presentation is meant to help inform.
- As a school board, there is nothing you need to do right now.
- When 2023 *A-F* ratings are released to the public in September, as a board member, you should use the ***final*** "What If" ratings to compare with the 2023 ratings.

Share the Message

It's not a **simple apples-to-apples comparison** this year.

2023 A-F Communications Timeline

MAY

- **May 31:** Preliminary "What If" ratings / communications resources released to districts via TEAL
- **May 31:** EOC performance levels available to districts

JUNE

- **June 9:** *A–F* Estimator released to districts
- **June 20**: *2023 Accountability Manual* public comment period closes
- **June 30:** EOC results published in Family and Analytic Portals

AUGUST

- **August 11:** STAAR 3-8 performance levels available to districts
- **August 16:** STAAR 3-8 assessment results published in Family and Analytic Portals

SEPTEMBER

- **Early September:** Final *2023 Accountability Manual* adopted into rule and appendices released
- **Early September:** 2023 *A–F* district communications toolkit (resources for communicating 2023 accountability ratings)
- **September 26:** 2023 *A–F* ratings released to districts via TEAL
- **September 28:** 2023 *A–F* ratings released publicly (e.g., press release, TXschools.gov)

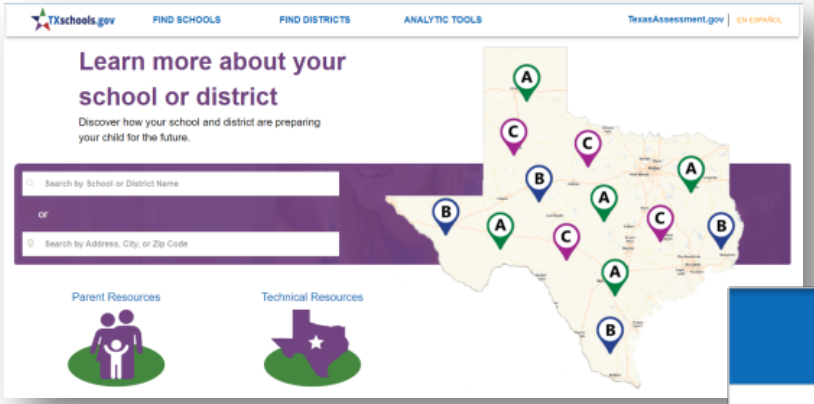
TEA's communications about 2023 ratings will include the use of "What If" ratings to communicate growth

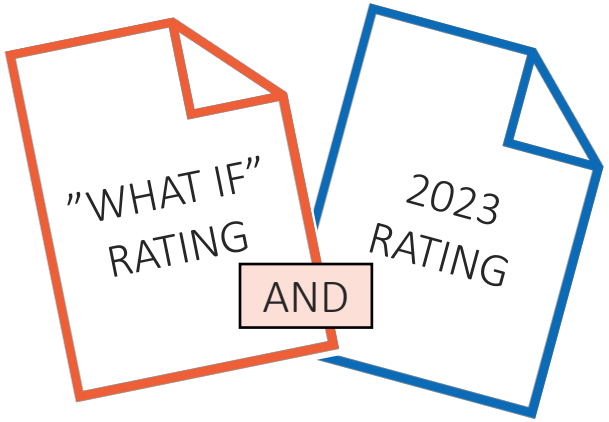
- In Fall 2023, TEA will provide comparisons of 2023 ratings to the "What If" version of 2022 ratings, rather than actual 2022 ratings:
  - In the TEA Press Release in September
  - In TEA Communications with members of the media
  - On TXSchools.gov, TEA will show 2023 ratings alongside 2022 "What If" ratings

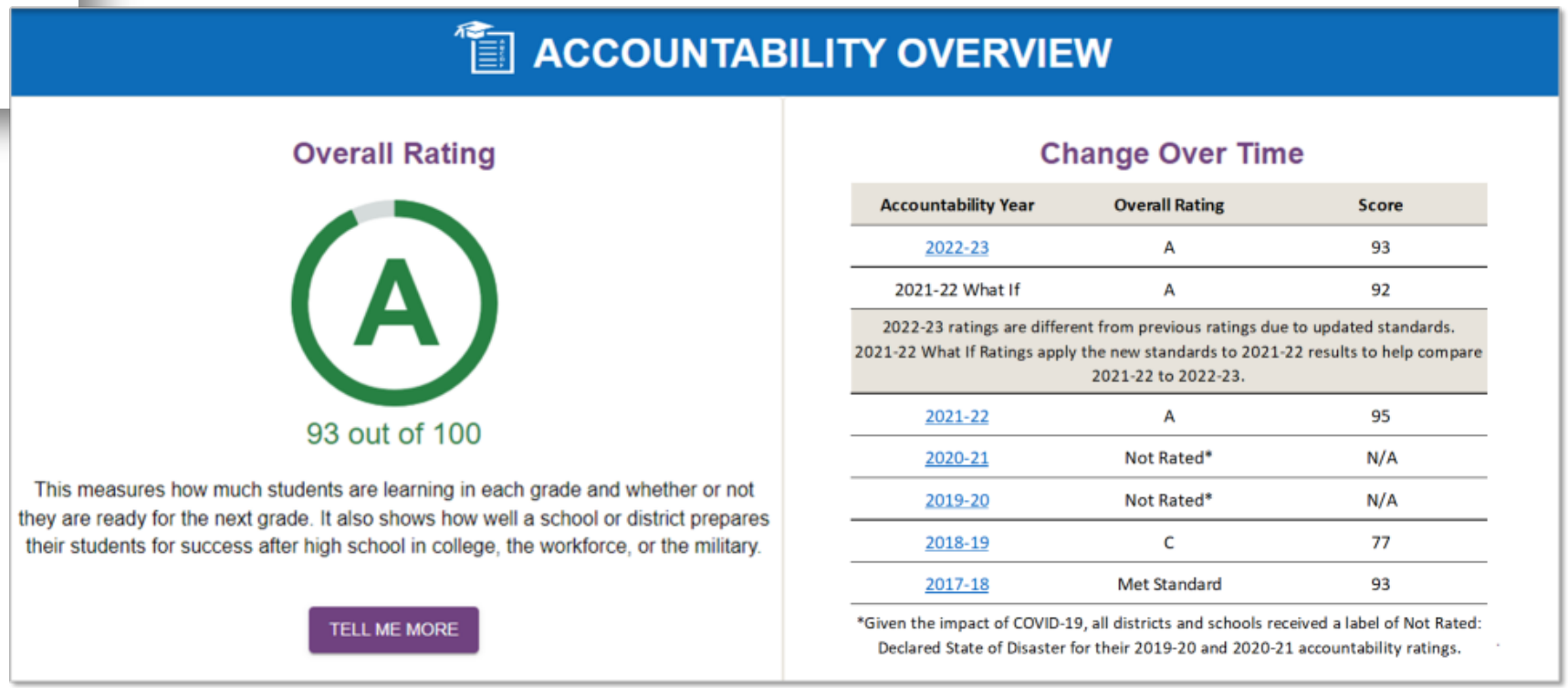
- Downloadable statewide accountability ratings excel file will also include "What If" ratings.

TXSchools.gov will provide an **apples-to-apples comparison** of ratings under the refreshed cut points & methodology in Fall 2023.

TEA's communications about 2023 ratings will include the use of "What If" ratings to communicate growth







Texas Education Agency

Thank You

Additional *A–F* context to share

- **Supplemental *A–F* refresh slides include:**
  - Purpose of *A–F* Accountability System
  - *A–F* Design Commitments that Remain Unchanged
  - *A–F* Refresh Changes

A-F Refresh one pager

Supplemental *A–F* Refresh Info can be found on the 2023 Accountability Development webpage.

Video Message from the Commissioner



OFFICE OF SUPERINTENDENT

For:	**Board of Trustees**
Date:	**June 13, 2023**
Action:	**None**

To: Board of Trustees	**From: Dr. Jeremy Glenn**
	Date: June 13, 2023
	RE: VATRE Presentation

SUMMARY: District Informational report on a Voter-Approval Tax Rate Election ("VATRE"). This is an election required by the State of Texas that asks voters to CONSIDER approving an increased M&O tax rate to raise additional revenue for items such as competitive staff salaries, student programs, and district operations.

RECOMMENDATION: It is Information Only.

Respectfully submitted,



Dr. Jeremy Glenn
Superintendent






DRAFT

FOR DISCUSSION PURPOSES ONLY

GRANBURY ISD

Voter-Approval Tax Rate Elections ("VATRE")

Thursday, May 18, 2023

Securities, insurance and advisory services offered through BOK Financial Securities, Inc., member FINRA/SIPC and an SEC registered investment adviser. Services may be offered under our trade name, BOK Financial Advisors. Investment and insurance products are **NOT FDIC INSURED | NO BANK GUARANTEE | MAY LOSE VALUE**

Texas Public School Finance 101: Tax Rate Components

- Granbury Independent School District's ("GISD" or the "District") tax rate has two components: A Maintenance & Operations ("M&O") tax rate for operational expenses and an Interest & Sinking Fund ("I&S") tax rate for the repayment of bonds.

Maintenance & Operations Tax Rate

Interest & Sinking Fund Tax Rate



Day-to-Day Operational Expenses

Teacher and Staff Salaries, Classroom Supplies, Utilities, Repairs, Transportation Costs, Etc.

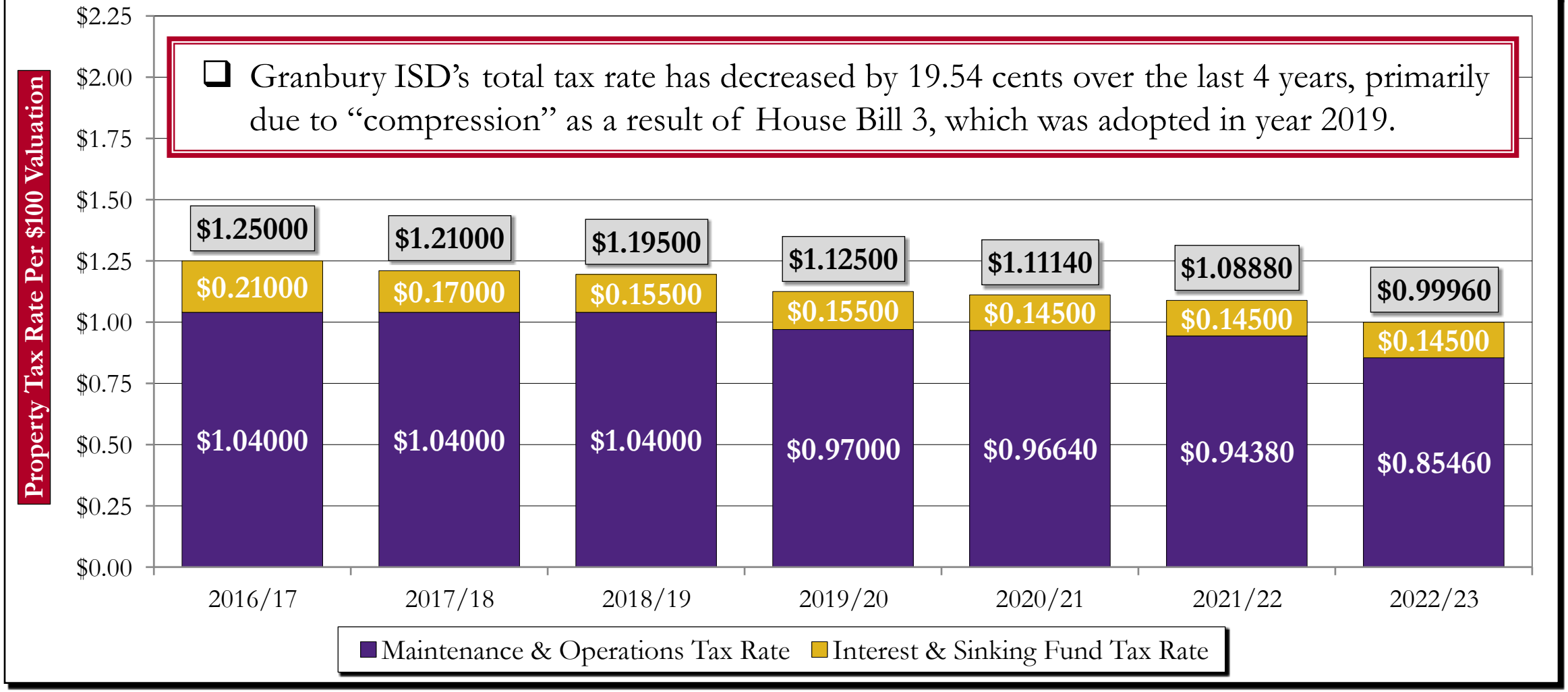
Repayment of Voter Approved Bonds

Bond funds may only be used for capital needs and NOT for operational expenses.

Texas Public School Finance 101: Historical Tax Rates

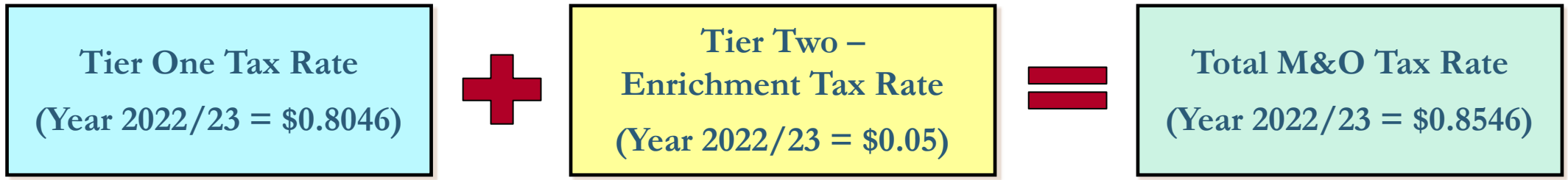
Granbury Independent School District's Historical Tax Rates – Years 2016/17 – 2022/23

- Granbury ISD's total tax rate has decreased by 19.54 cents over the last 4 years, primarily due to "compression" as a result of House Bill 3, which was adopted in year 2019.



Texas Public School Finance 101: Composition of the M&O Tax Rate

- Granbury ISD's annual M&O tax rate is comprised of the following components:



- **Tier One Tax Rate:** GISD's Tier One Tax Rate is the number of cents levied by the District for maintenance and operations purposes that does not exceed the District's Maximum Compressed Tax Rate ("MCR").
  - Granbury ISD's MCR is the tax rate at which the District must levy an M&O tax to receive the full amount of its Tier One allotment. ***Essentially, GISD's MCR equals the District's maximum Tier One Tax Rate.***
  - **GISD's MCR is calculated and published by the Texas Education Agency ("TEA") every year**, no later than August 5, based on property values submitted by the District after receipt of its certified appraisal roll or certified estimate of values in July.

Texas Public School Finance 101: Tier Two – Enrichment Tax Rate

- Texas public school districts may access up to 17 pennies in addition to their Tier One Tax Rate. These pennies make up the Tier Two – Enrichment Tax Rate and are broken into two separate categories:



"Golden Pennies"

- ✓ The first **8 cents** in addition to the Tier One Tax Rate.
- ✓ Golden pennies **ARE NOT** subject to State recapture and are hence given the name "golden" for that perceived value.
- ✓ Currently yields $98.56 per penny in Weighted Average Daily Attendance ("WADA").



"Copper Pennies"

- ✓ **9 cents and up to 17 cents** above the Tier One Tax Rate.
- ✓ Unlike golden pennies, copper pennies **ARE** subject to State recapture.
- ✓ Currently yields $49.28 per penny in WADA.

Texas Public School Finance 101: State Funding for Public School Districts

Tier One Funding

- Tier One funding is calculated based upon a school district's Tier One Tax Rate and is the basic level of guaranteed state funding.
- Tier One consists of the **Basic Allotment** for each student in Average Daily Attendance ("ADA").
  - The Basic Allotment is the base level of funding assigned to GISD by the State.
  - For a Tier One Tax Rate levied at the MCR, the current Basic Allotment per student in ADA is **$6,160**.

Tier Two Funding

- Tier Two funding "enriches" Tier One funding by providing two separate levels of enrichment with different state-guaranteed yields based upon a district's levied golden and copper pennies.
- As previously mentioned, for the 2022/23 State fiscal biennium, districts are guaranteed a yield of:
  - $98.56 per student in WADA per golden penny levied; and
  - $49.28 per student in WADA per copper penny levied.

Texas Public School Finance 101: State Funding for Public School Districts

- State funding for Texas public school districts is provided through the two-tiered Foundation School Program, which guarantees certain levels of funding for school districts in the State.

- When a school district's Tier One Tax Rate and Tier Two – Enrichment Tax Rate generate tax revenues at a level below the respective entitlement, the State will provide "Tier One" funding or "Tier Two" funding, respectively, to fund the difference between the school district's entitlements and the actual M&O revenues generated by the school district's respective M&O tax rates.

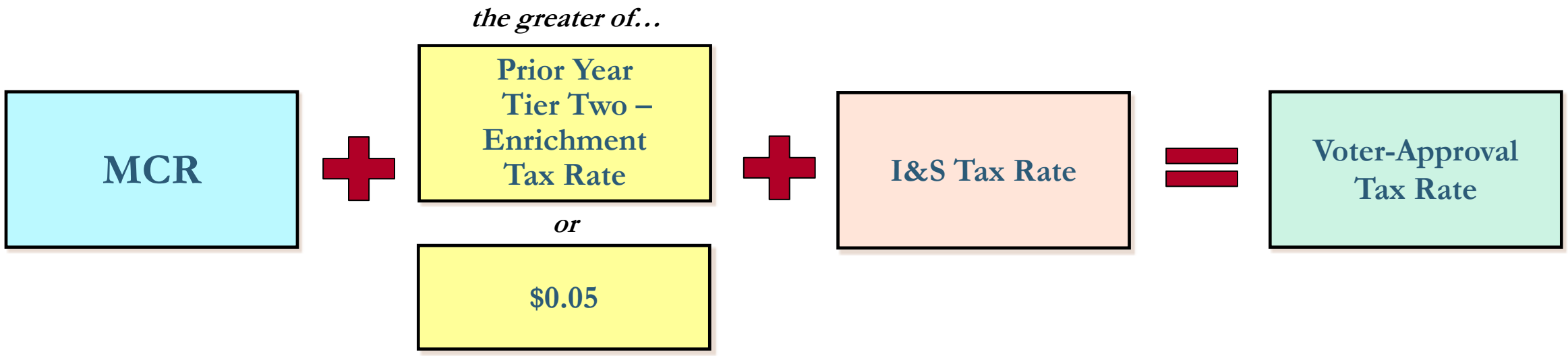
- If a district is property-rich and generates local revenues greater than its entitled funding amount, the district's excess revenue is **"recaptured"** by the State for distribution to property-poor districts.

When property tax revenues increase, the amount of funds received from the State decreases.



Texas Public School Finance 101: Voter-Approval Tax Rate

- The Voter-Approval Tax Rate ("VATR") is the total tax rate allowed for adoption without voter approval.
- The VATR is stated on Granbury ISD's published "Notice of Public Meeting to Discuss Budget and Proposed Tax Rate" and consists of:



- GISD can propose up to 5 cents of a Tier Two – Enrichment Tax Rate before requiring approval from voters.
- Any proposed increase in excess of 5 pennies above the District's MCR requires majority approval from voters pursuant to a Voter-Approval Tax Rate Election .

What is a Voter-Approval Tax Rate Election?

- A Voter-Approval Tax Rate Election ("VATRE") is an election required by the State that asks voters to consider approving an increased M&O tax rate to raise additional revenue for:
  - Competitive teachers and staff salaries;
  - Student programs; and/or
  - Daily operations of the District.

- As summarized within the adjacent tables, should Granbury ISD conduct a VATRE for 12 pennies (i.e. 3 golden pennies and 9 copper pennies), the District could receive $8,217,248 in additional revenue in year 2023/24.

3

Additional Golden Pennies Available

9

Additional Copper Pennies Available

Golden Pennies	Current Law: FY 2022/23	Current Law: FY 2023/24
WADA	9,994.828	9,994.828
Yield/Penny	$98.56	$126.21
Additional Revenue	$2,955,271	$3,784,342
Local Tax Revenue	$2,589,861	$3,030,250
State Funding Assistance	$365,410	$754,092
Additional Revenue (Per $0.01)	$985,090	$1,261,447

Copper Pennies	Current Law: FY 2022/23	Current Law: FY 2023/24
WADA	9,994.828	9,994.828
Yield/Penny	$49.28	$49.28
Additional Revenue	$4,432,906	$4,432,906
Local Tax Revenue	$7,769,582	$9,090,750
State Funding Assistance	($3,336,676)	($4,657,844)
Additional Revenue (Per $0.01)	$492,545	$492,545

What is a Voter-Approval Tax Rate Election?

Example #1: The following illustrates the revenue that would have been generated by a VATRE in year 2022/23.

	Year 2022/23 5 Golden Pennies	Year 2022/23 8 Golden Pennies	Difference
WADA	9,994.828	9,994.828	---
Yield per Penny	$98.56	$98.56	---
Tier Two State Aid	$ 609,017	$ 974,427	$ 365,410
Local Revenue	4,316,434	6,906,295	2,589,861
Total Revenue	**$ 4,925,451**	**$ 7,880,722**	**$ 2,955,271**

	Year 2022/23 0 Copper Pennies	Year 2022/23 9 Copper Pennies	Difference
WADA	9,994.828	9,994.828	---
Yield per Penny	$49.28	$49.28	---
Tier Two State Aid	$ ---	($ 3,336,676)	($ 3,336,676)
Local Revenue	---	7,769,582	7,769,582
Total Revenue	**$ ---**	**$ 4,432,906**	**$ 4,432,906**

Example #2: The following illustrates the revenue that would be generated by a VATRE in year 2023/24*.

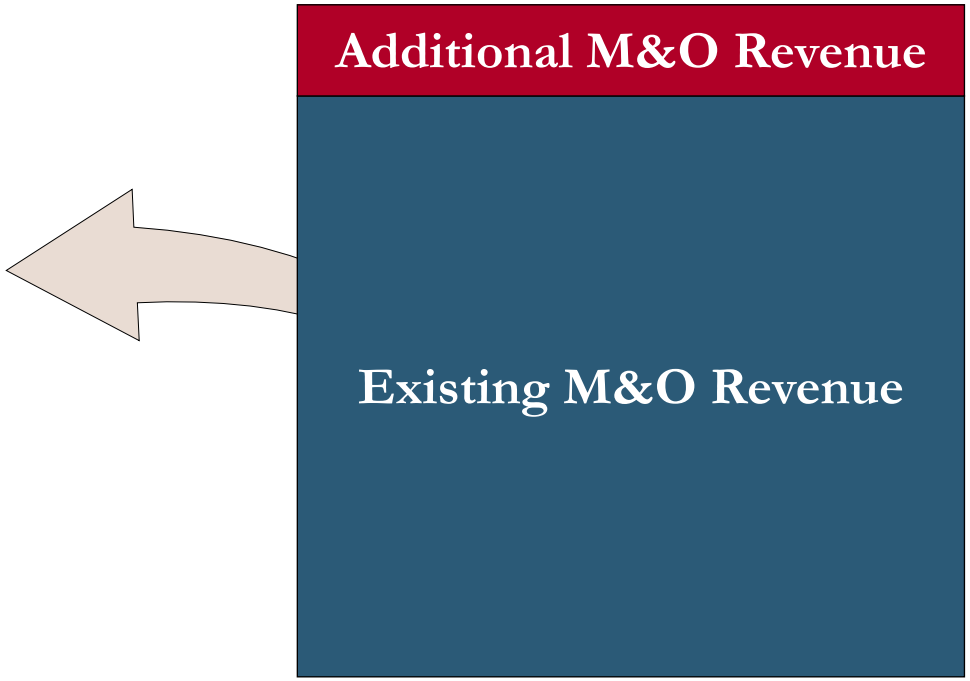
	Year 2023/24 5 Golden Pennies	Year 2023/24 8 Golden Pennies	Difference
WADA	9,994.828	9,994.828	---
Yield per Penny	$126.21	$126.21	---
Tier Two State Aid	$ 1,256,819	$ 2,010,911	$ 754,092
Local Revenue	5,050,417	8,080,666	3,030,250
Total Revenue	**$ 6,307,236**	**$ 10,091,577**	**$ 3,784,342**

	Year 2023/24 0 Copper Pennies	Year 2023/24 9 Copper Pennies	Difference
WADA	9,994.828	9,994.828	---
Yield per Penny	$49.28	$49.28	---
Tier Two State Aid	$ ---	($ 4,657,844)	($ 4,657,844)
Local Revenue	---	9,090,750	9,090,750
Total Revenue	**$ ---**	**$ 4,432,906**	**$ 4,432,906**

*Assumes a golden penny yield of $126.21 (pursuant to proposed appropriations bill), a property value increase of 17%, and holding all else constant.

Why Conduct a VATRE?

- While not all-inclusive, additional revenue from a successful VATRE could potentially help fund:
  - Increase staff compensation to retain and attract the best personnel available;
  - Funding for new or existing academic programs;
  - Funding for new or existing student programs;
  - Improve the quality of education by making sure all classrooms are well-equipped learning environments;
  - Safety and security improvements; and/or
  - Reduce a potential budget deficit.



Summary of Historical VATRE Results Since Year 2019

- Since year 2019, Texas school districts have conducted **42** successful voter-approval tax ratification elections.
- Below summarizes the successful VATREs held since 2019 requesting a specific amount of pennies in excess of their Maximum Compressed Tax Rate.

Of the 73 VATREs since 2019, **56** elections were for either 8 pennies or 17 pennies

- $0.0600……**1** of 2 Elections
- **$0.0800**……**19** of 26 Elections
- $0.0994……**0** of 1 Election
- $0.1000……**1** of 1 Election
- $0.1059……**1** of 1 Election
- $0.1100……**0** of 2 Elections
- $0.1200……**1** of 2 Elections
- $0.1300……**1** of 1 Election
- $0.1355……**0** of 1 Election
- $0.13835……**1** of 1 Election
- $0.1400……**1** of 2 Elections
- $0.1559……**1** of 1 Election
- $0.1571……**0** of 1 Election
- $0.1691……**0** of 1 Election
- **$0.1700**……**15** of 30 Elections

Of the **42 successful** VATREs since 2019, the average approval percentage was **61.7%**

Questions



GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13, 2023
For: Information

TO: Dr. Jeremy Glenn, Superintendent

FROM: Emmett Whitefield
DATE: June 8, 2023
RE: May 31, 2023 Financial Statement

SUMMARY:

Attached are the financial statements for the period ended May 31, 2023 for the general operating fund.

The statement includes only those transactions that occurred between the period of September 1, 2022, and May 31, 2023. Revenue collected to date equals 94.30% of the budgeted amount compared to 94.49% in 2021-22. Expenditures to date represent 71.69% of the budget compared to 63.88% in 2021-22.

BUDGET IMPACT: None

Respectfully submitted,



Emmett Whitefield
Chief Financial Officer

Staff Persons Responsible: Emmett Whitefield
Kathy Butler

Date Submitted: June 8, 2023

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED MAY 31, 2023

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	74,264,999	71,660,211	2,604,788	96.49%	97.50%
	INVESTMENT INCOME	1,500,000	1,340,660	159,340	89.38%	10.80%
	OTHER LOCAL INCOME	359,000	274,591	84,409	76.49%	81.22%
5800	STATE					
	STATE FUNDING	7,313,945	5,946,063	1,367,882	81.30%	67.71%
5900	FEDERAL					
	FEDERAL PROJECTS	1,515,086	886,491	628,595	58.51%	96.14%
	TOTAL REVENUES	**84,953,030**	**80,108,016**	**4,845,014**	**94.30%**	**94.49%**
EXPENDITURES						
11	INSTRUCTION	45,565,580	34,036,854	11,528,726	74.70%	74.79%
12	INSTRUCTIONAL RESOURCES & MEDIA	763,121	570,301	192,820	74.73%	75.77%
13	CURRICULUM & STAFF DEVELOPMENT	787,896	566,622	221,274	71.92%	65.22%
21	INSTRUCTIONAL LEADERSHIP	1,039,132	768,182	270,950	73.93%	73.05%
23	SCHOOL LEADERSHIP	4,008,155	2,998,466	1,009,689	74.81%	75.47%
31	GUIDANCE/COUNSELING	2,375,404	1,737,258	638,146	73.14%	71.46%
32	SOCIAL WORK SERVICES	0	0	0	0.00%	69.80%
33	HEALTH SERVICES	456,847	316,955	139,892	69.38%	71.80%
34	TRANSPORTATION	4,288,096	3,178,552	1,109,544	74.13%	81.65%
35	FOOD SERVICE	0	0	0	0.00%	0.00%
36	CO-CURRICULAR/EXTRACURRICULAR	2,207,024	1,831,487	375,537	82.98%	76.62%
41	GENERAL ADMINISTRATION	2,748,699	2,129,542	619,157	77.47%	73.38%
51	PLANT MAINTENANCE	7,132,449	5,836,956	1,295,493	81.84%	83.35%
52	SECURITY & MONITORING SERVICES	1,179,893	847,847	332,046	71.86%	63.11%
53	DATA PROCESSING	1,644,395	1,268,322	376,073	77.13%	79.80%
61	COMMUNITY EDUCATION	41,969	30,835	11,134	73.47%	55.47%
71	DEBT SERVICE	0	0	0	0.00%	0.00%
81	FACILITIES CONSTRUCTION & ACQUISITION	8,323,957	8,318,226	5,731	99.93%	1.03%
91	CONTR INSTRUCTIONAL SERVICES	7,484,369	36,844	7,447,525	0.49%	2.42%
93	PAYMENTS TO FISCAL AGENT	0	0	0	0.00%	0.00%
99	OTHER INTER GOV CHARGES	1,725,601	1,318,230	407,371	76.39%	74.81%
	TOTAL EXPENDITURES	**91,772,587**	**65,791,479**	**25,981,108**	**71.69%**	**63.88%**
		0				
	OTHER SOURCES (USES)	0	96,000	-96,000	0.00%	0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**(6,819,557)**	**14,412,537**	**(21,232,095)**		

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED MAY 31, 2023

	ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES				
5700 LOCAL SOURCES	76,123,999	73,275,462	2,848,537	96.26%
5800 STATE SOURCES	7,313,945	5,946,063	1,367,882	81.30%
5900 FEDERAL SOURCES	1,515,086	886,491	628,595	58.51%
TOTAL REVENUES	**84,953,030**	**80,108,016**	**4,845,014**	**94.30%**
EXPENDITURES				
6100 PAYROLL COSTS	62,055,057	46,431,654	15,623,403	74.82%
6200 PROFESSIONAL & CONTRACTED SERVICES	13,196,939	4,663,446	8,533,493	35.34%
6300 SUPPLIES/MATERIALS	5,198,997	3,939,145	1,259,852	75.77%
6400 OTHER OPERATING	1,863,692	1,498,454	365,238	80.40%
6500 DEBT SERVICE	0	0	0	0.00%
6600 CAPITAL OUTLAY	9,457,902	9,258,780	199,122	97.89%
TOTAL EXPENDITURES	**91,772,587**	**65,791,479**	**25,981,108**	**71.69%**
OTHER SOURCES AND USES				
7900 OTHER RESOURCES	0	96,000	-96,000	0.00%
8900 OTHER USES	0	0	0	0.00%
OTHER SOURCES(USES)	**0**	**96,000**	**-96,000**	**0.00%**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(6,819,557)**	**14,412,537**	**(21,232,095)**	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: June 13 2023
For: Information

TO: Dr. Jeremy Glenn, Superintendent

FROM: Emmett Whitefield
DATE: June 8, 2023
RE: Cash Flow and Investment Report as of May 31, 2023

SUMMARY:

Attached is the Cash Flow and Investment Report for the period ending May 31, 2023.

BUDGET IMPACT: None

Respectfully submitted,



Emmett Whitefield RSTBA
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: June 8, 2023

GRANBURY INDEPENDENT SCHOOL DISTRICT

CASH AND INVESTMENT REPORT

FROM MAY 1, 2023 TO MAY 31, 2023

FOR BOARD MEETING JUNE 13, 2023

	PLAINS CAPITAL BANK CHECKING and SWEEP ACCOUNTS								POOL INVESTMENTS				TCG INVESTMENT ADVISORS MAPP PROGRAM		CHECKING & INVESTMENT
	GENERAL FUND	DEBT	CAPITAL PROJ	PAYROLL	A/P	WC FUND	EZDENT	CHILD NUTRITION	LOGIC	LONE STAR	TEXPOOL	TEXAS RANGE	AMERITRADE	LANDING ROCK	TOTAL
BEGINNING BALANCE-MAY 1, 2023	$ 4,143,673	$ 532,969	$ 24,094	$ 1,016,572	$ 759,856	$ 733,353	$ 125,074	$ 2,777,767	$ 4,170	$ 60,248,330	$ 34	$ 252	$ 3,315,827	$ 2,551	$ 73,684,521
LOCAL REVENUE-RENT, CAFÉ MEALS,ATH	$ 2,720,314.28		$ -	$ -				$ 472,511							$ 3,192,825
															$ -
TAX COLLECTIONS	$ -	$ -								$ 498,638					$ 498,638
															$ -
TEA COLLECTIONS:															$ -
CHILD NUTRITION	$ 295,191							$ 295,191							$ 590,382
FOUNDATION	$ 5,858														$ 5,858
TITLE FUNDS	$ -														$ -
AVAILABLE SCHOOL FUND	$ 311,338														$ 311,338
IDEA-B FUNDS	$ -														$ -
IMA	$ -														$ -
PERKINS	$ -														$ -
TDA Payment	$ 21,975							$ 21,975							$ 43,951
AP/IB Exam Fees	$ -														$ -
ESSER GRANT	$ 21,156														$ 21,156
MAC/SHARS	$ 57,184														$ 57,184
MJROTC	$ 7,535														
TRANSFERS IN	$ 6,900,000	$ -	$ -	$ 2,569,368	$ 4,310,905	$ 26,479	$ 15,079	$ -	$ -	$ -	$ -			$ -	$ 13,821,831
TRANSFERS IN - SWEEP ACCOUNT	$ 2,640,449	$ -	$ -	$ 1,250,355	$ 2,088,697	$ -	$ -	$ 406,254							$ 6,385,755
BOND PAYMENT		$ -													$ -
OPERATING EXPENSES	$ (5,087,132)		$ -		$ (4,310,905)	$ (26,479)	$ (15,079)	$ (661,301)	$ -	$ -			$ (277)	$ -	$ (10,101,172)
PAYROLL	$ (5,217,256)		$ -	$ (2,569,368)				$ (128,377)							$ (7,915,001)
TEA RECAPTURE	$ (36,844)				$ -										$ (36,844)
TRANSFERS OUT		$ -	$ -			$ -			$ -	$ (6,900,000)	$ -	$ -	$ -		$ (6,900,000)
TRANSFERS OUT - SWEEP ACCOUNT	$ (2,477,706)			$ (653,010)	$ (2,030,407)	$ (26,479)	$ (15,079)	$ (354,388)							
MARKET APPRECIATION / (DEPRECIATION)													$ 7,681	$ -	$ 7,681
MONTHLY DIVIDENDS & INTEREST EARNED AND PAID	$ 19,626	$ 2,191	$ 99	$ 4,113	$ 1,918	$ 2,929	$ 460	$ 11,361	$ 18	$ 257,059	$ -	$ 1	$ 306	$ 10	$ 300,092
ACCRUED INTEREST PAID															$ -
ENDING BALANCE - MAY 31, 2023	$ 4,325,362	$ 535,159	$ 24,193	$ 1,618,030	$ 820,065	$ 709,804	$ 110,455	$ 2,840,995	$ 4,188	$ 54,104,026	$ 34	$ 253	$ 3,323,537	$ 2,561	**$ 68,418,662**
INTEREST ACCRUED, NOT PAID AT MONTHS END															$ -
WEIGHTED AVERAGE MATURITY	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	35 Days	65 Days	21 Days	1 Days	0.23 yrs	CD's < 2 yrs	
CURRENT MONTH AVERAGE MONTHLY INTEREST RATE:	4.830%	4.830%	4.830%	4.830%	4.830%	4.830%	4.830%	4.830%	5.187%	5.231%	5.004%	5.100%	4.503%	4.600%	
PRIOR MONTH AVERAGE MONTHLY INTEREST RATE:	4.600%	4.600%	4.600%	4.600%	4.600%	4.600%	4.600%	4.600%	4.997%	5.025%	4.798%	4.870%	5.043%	4.350%	
												CDs Various	1.501% Coupon		

We, the approved Investment Officers of Granbury ISD, hereby certify that the above Investment Report represents the investment position of the District (as of the end of the month indicated at the top of this investment form) in accordance with the Board approved Investment Funds Policy, the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principals (GAAP).

Emmett Whitefield
Chief Financial Officer

Dr. Jeremy Glenn
Superintendent

2022-23 INTEREST ACCRUED (as of 5/31/23)			
Sep-22	$ 62,800.15	Mar-23	$ 327,743.93
Oct-22	$ 67,432.54	Apr-23	$ 306,914.84
Nov-22	$ 73,768.04	May-23	$ 307,772.57
Dec-22	$ 103,703.83	Jun-23	
Jan-23	$ 220,432.70	Jul-23	
Feb-23	$ 262,653.03	Aug-23	
		TOTAL	$ 1,733,221.63

MAY INTEREST ACCRUED	$ -
MAY INTEREST EARNED & PD	$ 307,772.57
MAY TOTAL INTEREST	$ 307,772.57