



Manor Independent School District



2023-2024 Texas Education Agency Schools FIRST Ratings Report

Based on 2022-2023 Data



FIRST Report Background

- 22nd year of the state's school financial accountability rating system, known as the School Financial Integrity Rating System of Texas (FIRST).
- Ensures that Texas public schools are held accountable for the quality of their financial management practices and that they improve those practices.
- Designed to encourage Texas public schools to better manage their financial resources to provide the maximum allocation possible for direct instructional purposes.



How Ratings are Assessed

The School First accountability rating system assigns four possible financial accountability ratings to Texas school districts.

- A = Superior 90-100 points
- B = Above Standard 80-89 points
- C = Meets Standard = 60-79 points
- D = Substandard Achievement <60 points



Indicator Categories

- **CRITICAL INDICATORS (1-5)** Count as 1 Point each

Failure to meet the requirements of a “Critical Indicator” will cause a school district to fail FIRST for the applicable year.

- **SOLVENCY INDICATORS (6-14)** 10 Max Points each

- **FINANCIAL COMPETENCY INDICATORS (15-21)**



Manor Independent School District's FIRST Rating

- **Manor Independent School District received a rating of A = Superior (Scoring 90 out of 100 points)**
- The “Superior” rating is the state’s highest, demonstrating the quality of Manor ISD’s financial management and reporting system.



Manor ISD FIRST Indicators

CRITICAL INDICATORS (1-5)

Indicator	Indicator Description	Score
1	Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively? Submitted 11/17/2023	Yes
2	Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)	Yes



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
3	<p>Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</p>	Yes



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
4	<p>Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)</p>	Yes Ceiling Passed



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
5	<p>Was the total net position in the governmental activities column in the Statement of Net Position (net of accretion of interest for capital appreciation bonds, net pension liability, and other post-employment benefits) greater than zero? (If it is not, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard achievement, unless the school district has an increase of students in membership over 5 years of 7 percent or more or 1,000 or more students in membership. If the school district has an increase of students in membership over 5 years of 7 percent or more or 1,000 or more students in membership, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.) Total Net Position = \$40,780,247</p>	Yes



Manor ISD FIRST Indicators

SOLVENCY INDICATORS (6-14)

Indicator	Indicator Description	Score
6	Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures? (If the school district fails indicator 6, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.) 131 Days	Ceiling Passed
7	Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section. 223.79 Days	10



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
8	Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section. 3.1993 Ratio	10
9	Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section. No; 223.79 Days	10
10	This indicator is not being evaluated.	



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
11	Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? (If the school district's increase of students in membership over 5 years was 7 percent or more or 1,000 or more students in membership, then the school district passes this indicator.) 0.7525 Ratio; Decrease	6 (Maximum Score is 10)

- Our long-term liabilities are composed of our bonds. Our total assets are mostly composed of cash in the bank (mostly unspent bond proceeds) and the book value of our real estate holdings such as land and buildings (what we know to be our campuses).
- Our ratio of long-term liabilities to total assets changed from 78.80% to 75.25%, which resulted in no change in the score of six (6) out of 10.
- The Indicator Test is looking for an ideal ratio under 60% which we could achieve by either increasing assets or decreasing liabilities (most of which are bonds).
- As noted in previous years, reducing the ratio would improve our score. Defeasement of bonds is one key to improve our ratio.



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
12	What is the correlation between future debt requirements and the district's assessed property value? 5.2477 Ratio	8 (Maximum score is 10)

- This calculation resulted in a reduced ratio of 5.8835 (down from 6.2256). A ratio greater than 4% and less than or equal to 7% results in eight (8) points. If we can get to under 4%, we would earn 10 points.
- This Indicator Test is calculated by taking our Total Local and Intermediate Revenue Sources and dividing it by our Total Revenue. This ratio is multiplied by our long-term liabilities (mostly our bonds) and then divided by the assessed property values divided by \$100. As the values of properties in the district increase in value, this ratio should decrease.



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
13	Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section. 13.875 Ratio	6 (Maximum score is 10)

- For a school district with an ADA size between 5,000 and 9,999, to receive a full 10 points, the ratio needs to be less than or equal to 10%.
- For Manor ISD, our District Administrative Cost Ratio for 2022-2023 was 13.875% (up from 12.6%).
- This ratio resulted in six (6) out of 10 points for this Indicator Test.
- In order to increase our points, we would need to reduce our administrative cost burden, which is heavily dependent on salaries.
- When our ADA exceeds 10,000, the upper ratio will drop even further from 10% to 8.55%. If that was the case already, we would have received only four (4) points and our overall rating would have reduced from an A to a B.



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
14	Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? If the student enrollment did not decrease, the school district will automatically pass this indicator. 3.76% ratio decline. 17 student enrollment increase.	10



Manor ISD FIRST Indicators

FINANCIAL COMPETENCY INDICATORS (15-21)

Indicator	Indicator Description	Score
15	This indicator is not being evaluated.	5
16	Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.) 0% Ratio. 1,924/112,287,238	Ceiling Passed



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
17	Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds and free from substantial doubt about the school district's ability to continue as a going concern? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)	Ceiling Passed
18	Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)	10



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
19	Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?	5
20	Did the school district's administration and school board members discuss any changes and/or impact to local, state, and federal funding at a board meeting within 120 days before the district adopted its budget?	Passed



Manor ISD FIRST Indicators

Indicator	Indicator Description	Score
21	Did the school district receive an adjusted repayment schedule for more than one fiscal year for an over-allocation of Foundation School Program (FSP) funds because of a financial hardship?	Yes Ceiling Passed

- Even though the District received an over-allocation of FSP funding, usually resulting from over projecting ADA, the District still passed this indicator because the District repaid the over allocation within a 1 year period.
- Districts may fail this indicator when they are not able to refund the state within a period of two to three years or more.



FIRST Rating Disclosures

Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System, Section 109.1001(q). Effective 8/1/2018.

The template has been established to help the districts in gathering their data and presenting it at their School FIRST hearing. The template may not be all inclusive.

Superintendent's Current Employment Contract									

A copy of the superintendent's current employment contract at the time of the School FIRST hearing is to be provided.

In lieu of publication in the annual School FIRST financial management report, the school district may chose to publish the superintendent's employment contract on the school district's Internet site.

If published on the Internet, the contract is to remain accessible for twelve months.

A copy of the Superintendent of Schools' employment contract is available on the MISD website at: <https://www.manorisd.net/site/handlers/filedownload.ashx?moduleinstanceid=1900&dataid=328&FileName=Executed%20Superintendents%20Contract%202020.pdf>



FIRST Rating Disclosures

Reimbursements Received by the Superintendent and Board Members

For the Twelve-Month Period
Ended June 30, 2023

	Superintendent	Janie Guerrero	Stephanie Rodriguez	Monique Celedon	Temeika Durden	Fabian Martinez	Ana Cortez	Elmer Fisher	Maltildy Samaripa	Mary Thomas
Meals	\$135	\$1,702	\$1,122	\$2,194	\$691	\$354	\$0		\$60	\$0
Lodging	\$2,496	\$5,810	\$4,702	\$5,436	\$4,923	\$1,459	\$4,924	\$731	\$212	\$1,165
Transportation	\$295	\$1,601	\$880	\$1,604	\$388	\$171	\$724		\$215	\$241
Motor Fuel		\$57								\$513
Other	\$2,332	\$1,882	\$2,975	\$1,910	\$535	\$846	\$2,728	\$145	\$1,250	
Total	\$5,258	\$11,053	\$9,679	\$11,144	\$6,538	\$2,830	\$8,376	\$876	\$1,737	\$1,919

All “reimbursements” expenses, regardless of the manner of payment, including direct pay, credit card, cash, and purchase order are to be reported. Items to be reported per category include:

Meals – Meals consumed out of town, and in-district meals at area restaurants (outside of board meetings, excludes catered board meeting meals).

Lodging - Hotel charges.

Transportation - Airfare, car rental (can include fuel on rental, taxis, mileage reimbursements, leased cars, parking and tolls).

Motor fuel – Gasoline.

Other: - Registration fees, telephone/cell phone, internet service, fax machine, and other reimbursements (or on-behalf of) to the superintendent and board member not defined above.



FIRST Rating Disclosures

Outside Compensation and/or Fees Received by the Superintendent for Professional Consulting and/or Other Personal Services

For the Twelve-Month Period
Ended June 30, 2023

<u>Name(s) of Entity(ies)</u>	Amount Received \$
Total	<u>\$0.00</u>

Compensation does not include business revenues generated from a family business (farming, ranching, etc.) that has no relation to school district business.



FIRST Rating Disclosures

**Gifts Received by Executive Officers and Board Members (and First Degree Relatives, if any)
(gifts that had an economic value of \$250 or more in the aggregate in the fiscal year)**

For the Twelve-Month Period
Ended June 30, 2023

	Janie Superintendent Guerrero	Stephanie Rodriguez	Monique Celedon	Temeika Durden	Fabian Martinez	Ana Cortez	Elmer Fisher	Maltildy Samaripa	Mary Thomas
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

Note – An executive officer is defined as the superintendent, unless the board of trustees or the district administration names additional staff under this classification for local officials.

Business Transactions Between School District and Board Members

For the Twelve-Month Period
Ended June 30, 2023

	Janie Superintendent Guerrero	Stephanie Rodriguez	Monique Celedon	Temeika Durden	Fabian Martinez	Ana Cortez	Elmer Fisher	Maltildy Samaripa	Mary Thomas
Amounts	\$	\$	\$	\$	\$	\$	\$	\$	\$

Note - The summary amounts reported under this disclosure are not to duplicate the items disclosed in the summary schedule of reimbursements received by board members.



Manor ISD FIRST Rating Scale



Financial Integrity Rating System of Texas

2023-2024 RATINGS BASED ON SCHOOL YEAR 2022-2023 DATA - DISTRICT STATUS DETAIL

Name: **MANOR ISD(227907)**

Publication Level 1: 8/8/2024 6:33:40 PM

Status: **Passed**

Publication Level 2: 8/8/2024 6:33:40 PM

Rating: A = Superior Achievement

Last Updated: 8/20/2024 2:05:47 PM

District Score: 90

Passing Score: 70



Manor Independent School District



Monique Celedon, Board President
Janie Guerrero, Vice President
Ana Cortez, Secretary

Temeika Durden, Board Trustee
Fabian Martinez, Board Trustee
Stephanie Rodriguez-Barnett, Board Trustee
Dr. Mary Thomas, Board Trustee

Dr. Robert Sormani, Superintendent of Schools