

**Notice of Regular Meeting - Immediately Following the Public Hearing**  
**Board of Trustees**  
**Monday, August 12, 2019**

A Regular Meeting - Immediately Following the Public Hearing of the Board of Trustees will be held on Monday, August 12, 2019, beginning at 7:15 PM, in the West Groves Education Center, 5840 W. Jefferson, Groves, TX 77619.

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

**1. Opening**

- A. Call to Order and Establishment of Quorum
- B. Prayer and Pledges
- C. Patron Presentations

**2. Consent Agenda**

- A. Consider Approval of Minutes of July 2019
- B. Consider Approval of Independent Auditor for 2018-19 School Year (tabled from July 8th meeting)
- C. Consider Approval of 2019-20 Student Code of Conduct
- D. Consider Approval of Disbursements
- E. Consider Approval of Budget Amendment GF-3
- F. Report: Budget - General Fund, Tax Report
- G. Budget Transfer Information
- H. Consider Approval of Resolution Committing Fund Balance in Accordance with GASB 54 Including Designations Thereto
- I. Personnel
  - 1. New Hires - Information Only
  - 2. Consider Approval of New Positions

**3. Regular Agenda**

- A. Superintendent's Report
- B. Delegate Nomination (TASA/TASB Convention) September 20-22, 2019
- C. Consider Second Reading and Final Approval of LOCAL Policies in TASB Localized Policy Manual Update 113
- D. Consider Second Reading and Final Approval of Policy EIC (Local) Revision
- E. Consider Approval of Resolution & Inter local Agreements for ESC Region 10 Retirement Asset Management Services (RAM)
- F. Consider Approval of Proposed Budget for Fiscal Year 2019-2020
- G. Consider Approval of Ordinance and Resolution Fixing and Levying School District Ad Valorem Taxes for Fiscal Year 2019-2020
- H. Consider Approval of Purchases over \$25,000
- I. Consider Approval of Order Calling for Bond Election (November 5, 2019)
- J. Board Member Requests for Future Agenda Items
- K. Adjourn into Closed Session (No Public Discussion) Pursuant to Chapter 551 of the Texas

Government Code - .074 Personnel (Superintendent Formative Evaluation)

L. Reconvene into Open Session and Take Action (if needed) on items discussed in Closed Session

M. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

Friday, August 9, 2019

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For the Board of Trustees

## **To Call Meeting to Order**

I call this meeting of the Port Neches-Groves Independent School District to order. Let the record show that a quorum of board members is present, that this meeting has been duly called, and that notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

# Minutes of Budget Workshop (6:15 p.m.) and Regular Meeting (7:00 p.m.)

## The Board of Trustees Port Neches-Groves ISD

A Budget Workshop (6:15 p.m.) and Regular Meeting (7:00 p.m.) of the Board of Trustees of Port Neches-Groves ISD was held Monday, July 8, 2019, beginning at 7:00 PM in the West Groves Ed. Center, 5840 W. Jefferson, Groves, TX.

1. Budget Workshop @ 6:15 p.m. (prior to Regular Meeting)  
Sheri Drawhorn presented the **attached** budget revisions based on the new TEA funding formula.
2. Adjourn Budget Workshop The workshop was adjourned at 6:55 p.m.
3. Opening of Regular Meeting
  - A. Call to Order and Establishment of Quorum  
Dr. Scott Bartlett called the meeting to order at 7:06 p.m. and the presence of a quorum was established.  
**Present:** Scott Bartlett, Rusty Brittain, Jake Lefort, Eric Sullivan, Brandon Cropper and Lana Parker  
**Absent:** Dustin Marsh
  - B. Prayer and Pledges  
Dr. Bartlett led the prayer and pledges.
  - C. Patron Presentations - none
4. Consent Agenda  
Eric Sullivan made a motion to approve the consent agenda as presented with the exception of Item C which is being tabled because the Audit Engagement Letter was not received. This item will be placed on the August agenda for consideration of approval. The motion was seconded by Lana Parker. All were in favor. Motion passed (6-0)
  - A. Consider Approval of Minutes of June 2019 Meeting
  - B. Consider Approval of Disbursements
  - C. **Consider Approval of Independent Auditor for 2018-19 School Year** (tabled)
  - D. Consider Approval of Order Calling for Election of Board of Trustees, Places 4 & 5
  - E. Consider Approval of Employee Handbook
  - F. Consider First Reading and Temporary Approval of Policy EIC (Local) Revision
  - G. Personnel - Information Only
  - H. Consider Approval of Quarterly Investment Report
  - I. Consider Approval of Budget Hearing Date

- J. Consider Approval of Proposed Tax Rate for Public Hearing
- K. Information on 2018-19 Budget Transfers
- L. Report: Budget
- 5. Regular Agenda
  - A. Consider First Reading and Temporary Approval of LOCAL Policies in TASB Localized Policy Manual Update 113  
Brandon Cropper made a motion to approve the first reading of Update 113. The motion was seconded by Jake Lefort. All were in favor. Motion passed (6-0).
  - B. Personnel
    - 1. Consider Approval of 2019-20 Compensation Plan  
Lana Parker made a motion to approve a 7.5% salary increase (up from the 6.5% recommended) district wide. Contract employees receive the 7.5% and hourly employees receive \$1.25/hour with a 7.5% guarantee. Jake Lefort seconded the motion. All were in favor. Motion passed (6-0) **ATTACH REVISED BD**
  - C. Board Member Requests for Future Agenda Items - None
  - D. Superintendent's Report  
Dr. Gonzales informed the Board of a meeting held with CBRE/HEERY and the district's admin team to let them know where we are with the bond process (i.e. sites, find out what principals are looking for, facilities, etc.) He said they made them feel comfortable with their presentation and they also recommended some schools we may want to look at. Dr. Gonzales also met with Lance Fox (bond attorney) and Mr. Fox believes we can generate a \$130 M bond with only a 11.5 cent tax increase. The legislature compressed the tax rate by 10 cents which should only require a 1.5 cent rate increase for the district. This is very preliminary and things could always change.  
Dr. Gonzales then thanked the Board for the raise. Administration continues to prepare for the upcoming school year.
  - E. Adjourn into Closed Session (No Public Discussion) Pursuant to Chapter 551 of the Texas Government Code - .071 Consultation with Attorney; .072 Real Property; .074 Personnel Matters
  - F. Reconvene into Open Session and Take Action (if needed) on items discussed in Closed Session
  - G. Adjournment – There being no further business to come before the Board, the meeting was adjourned at 7:25 p.m.

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Scott Bartlett, President

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Eric Sullivan, Secretary

# **PORT NECHES-GROVES ISD**

## **BUDGET WORKSHOP**

### **2019-2020 BUDGET**

**7/8/2019**

*Revised*

REVISED 7/8/19

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
GENERAL FUND - FINANCIAL SUMMARY**

Budget Workshop		July 8, 2019		
		2019-2020 Preliminary Budget	2018-19 Revised Budget	VARIANCE
<b>REVENUES</b>				
<u>Local</u>				
Tax Revenue		27,840,603	26,815,786	1,024,817
Chapter 313		1,370,000	2,650,000	(1,280,000)
Federal Trade Zone		821,000	1,445,392	(624,392)
All Other Local		583,500	577,500	6,000
<u>State</u>				
TEA		16,919,273	12,016,700	3,428,549
All Other State		2,159,191	2,008,095	126,096
<u>Federal</u>				
		530,000	860,000	(330,000)
<b>Total Revenue</b>		<b>50,223,567</b>	<b>46,373,473</b>	<b>2,351,070</b>
<b>EXPENDITURES</b>				
<u>Payroll Costs</u>				
Salaries	7.5% Raises	32,083,438	30,010,242	1,702,196
<u>Benefits:</u>				
Social Security		513,226	479,465	33,761
Health & Life Insurance		2,249,350	2,056,215	193,135
TRS On-behalf		2,159,191	2,025,715	108,476
Unemployment		17,951	17,921	30
Teacher Retirement		844,409	882,517	(63,108)
Misc. Benefits		174,115	172,805	1,310
<u>Total Benefits</u>		<u>5,958,242</u>	<u>5,634,638</u>	<u>273,604</u>
<b>TOTAL PAYROLL COSTS</b>		<b>38,041,680</b>	<b>35,644,880</b>	<b>1,975,800</b>
Professional Services		4,013,854	3,994,255	19,599
Supplies & Materials		2,345,399	2,305,769	39,630
Other Operating Costs		2,355,011	2,292,155	62,856
Capital Outlay		1,556,785	1,569,265	(41,680)
		-	-	-
<b>Total Expenditures</b>		<b>48,312,729</b>	<b>45,806,324</b>	<b>4,305,609</b>
<b>Other Uses (Recapture)</b>		-	345,815	(345,815)
<b>Excess (Deficiency) of Revenues &amp; Other Sources Over Expenditures &amp; Other Uses</b>				
		<u>1,910,538</u>	<u>221,334</u>	640,680
<b>Projected Fund Balance:</b>		<b>22,736,225</b>	<b>20,825,387</b>	

Port Neches-Groves ISD

Budget Workshop

July 8, 2019

Current Budget Assumptions

**INCLUDED IN THIS BUDGET PRESENTATION:**

--- Salaries - 6.5% - all Chapter 21 contracts, hourly - \$1.00 / hour w/ 6.5% minimum \$1,990,921

	Teachers	Hourly	Administration	Total
Estimated TEA funding	\$1,062,504	\$354,168	\$0	\$1,416,672
Percent	4.94%	5.36%	0.00%	
District portion	\$334,996	\$75,715	\$163,538	\$574,249
Percent	1.56%	1.14%	100.00%	

--- Christmas Stipends (\$200 / employee) \$145,000

--- Increase in White Fleet (8 vehicles) \$42,500

--- Personnel: 7 New Positions \$245,000

Estimated Savings for 10 retirees (\$200,000)

--- Health Insurance Benefit Increase \$69,000

--- Stipend and Days Adjustments \$67,400

--- Student Projected Enrollment - 5,097

**OTHER INFORMATION:**

--- Old TOTAL Chapter 313 taxable values added to property tax role: \$230 million

--- Preliminary Values from Jefferson County Appraisal \$2,514,474,373

My adjustment \$0

Current budget \$2,514,474,373

TAX RATE	
M&O	\$1.0684
I&S	\$0.2744
	<u>\$1.3428</u>

**CAPITAL EXPENDITURES**

Credit Union Building Remodel	\$400,000	Maintenance Dept	\$29,000
Jumbotron Screen	\$225,000	Athletic Dept.-Football uniforms	\$30,000
Bus Cover	\$275,000	Athletic Dept. - Misc.	\$10,000
Route Bus	\$105,000	Technology - Instructional	\$218,235
Small Bus	\$65,000	Technology - Non- Instructional	\$66,050
Autoshop Lift	\$9,300	H.S Golf Cart	9,200
Welding Shop Cutter	\$12,600	H.S. Digital Sign	<u>20,000</u>
Wheel Balancer	\$6,400	<b>Total Estimated Capital</b>	<b>1,556,785</b>
Band Instruments	\$76,000		

**BENEFIT INFORMATION**

Health Insurance	\$4,536
Dental Insurance	\$220
MDLIVE	\$60
Life Insurance	\$15
Medicare	1.45%
TRS - Care Insurance	0.75%
TRS - statutory minimum	6.80%
Non-Fica	1.50%
Total Compensation Package	
TRs Onbehalf ***	6.80%

EXAMPLE	Teacher	Aide	
Salary	\$77,867	\$18,000	
	\$4,536	\$4,536	
	\$220	\$220	
<b>Total Benefits</b>	\$60	\$60	<b>Total Benefits</b>
\$9,298	\$15	\$15	\$5,497
11.94%	\$1,129	\$261	30.54%
	\$584	\$135	
	\$1,586	\$0	
	\$1,168	\$270	
	\$87,165	\$23,497	
	\$5,295	\$1,224	

\*\*\* Shows on financial statement, but is a memo entry

Port Neches-Groves ISD  
 Raise Calculations With TEA Calculations for Mandated Raises  
 Raise Scenarios - Updated TEA Funding

8-Jul-19

<b>Scenario #1 - Current Budget Presentation</b>				
	<u>TEACHERS</u>	<u>OTHERS</u>	<u>ADMIN</u>	<u>TOTAL</u>
<b>6.5% Raise</b>	\$1,425,500	\$429,883	\$272,469	\$2,127,852
<b>TEA Funded</b>	\$1,395,153	\$465,051	\$0	\$1,860,204
Percent	6.36%	7.03%	0.00%	
<b>District Funded</b>	\$30,347	(\$35,168)	\$272,469	\$267,648
Percent	0.14%	-0.53%	0.00%	

<b>Scenario #2</b>				
	<u>TEACHERS</u>	<u>OTHERS</u>	<u>ADMIN</u>	<u>TOTAL</u>
<b>7.50% Raise</b>	\$1,644,807	\$539,219	\$314,387	\$2,498,413
<b>TEA Funded</b>	\$1,395,153	\$465,051	\$0	\$1,860,204
Percent	5.94%	6.04%	0.00%	
<b>District Funded</b>	\$249,654	\$74,168	\$314,387	\$638,209
Percent	1.06%	0.96%	0.00%	

TEA Funding Increased By \$443,000 for Salaries

**ADJUSTED RAISE SCENARIO**

Contract Employees

7.50%

Hourly Employees

\$1.25 / hour with a 7.5% guarantee

Cost to District is \$700,000 including increase in health insurance funding.

This is an additional cost of \$371,000 over the 6.5% scenario.

With 7.5% scenario and increase in TEA funding:

	<u>19-20 Budget</u>
Total Revenues	50,223,567
Total Expenditures	<u>48,312,729</u>
Net to Fund Balance	<u>1,910,538</u>

Raise Scenario #3

ESTIMATED COST: \$1,644,807

2019-2020 BUDGET

Port Neches-Groves ISD

7.5% RAISE

<u>Step</u>	<u>PROJECTED</u>	<u>PNG ISD</u>	<u>Step Raise</u>	<u>Percent</u>	<u>PAY OVER</u>
	<u>STATE BASE</u>	<u>TEACHER</u>			<u>STATE BASE</u>
0	33,658	\$43,500			\$9,842
1	34,385	\$44,075	\$3,075	7.50%	\$9,690
2	35,100	\$44,516	\$3,106	7.50%	\$9,416
3	35,827	\$45,642	\$3,184	7.50%	\$9,815
4	37,354	\$47,097	\$3,286	7.50%	\$9,743
5	38,882	\$47,949	\$3,345	7.50%	\$9,067
6	40,410	\$49,326	\$3,441	7.50%	\$8,916
7	41,826	\$49,640	\$3,463	7.50%	\$7,814
8	43,169	\$50,271	\$3,507	7.50%	\$7,102
9	44,438	\$50,447	\$3,520	7.50%	\$6,009
10	45,633	\$51,330	\$3,581	7.50%	\$5,697
11	46,767	\$52,004	\$3,628	7.50%	\$5,237
12	47,851	\$52,634	\$3,672	7.50%	\$4,783
13	48,849	\$52,904	\$3,691	7.50%	\$4,055
14	49,810	\$53,187	\$3,711	7.50%	\$3,377
15	50,709	\$53,577	\$3,738	7.50%	\$2,868
16	51,572	\$54,027	\$3,769	7.50%	\$2,455
17	52,372	\$54,655	\$3,813	7.50%	\$2,283
18	53,136	\$55,185	\$3,850	7.50%	\$2,049
19	53,863	\$56,062	\$3,911	7.50%	\$2,199
20	54,541	\$57,152	\$3,987	7.50%	\$2,611
21	54,541	\$58,261	\$4,065	7.50%	\$3,720
22	54,541	\$59,406	\$4,145	7.50%	\$4,865
23	54,541	\$60,875	\$4,247	7.50%	\$6,334
24	54,541	\$61,804	\$4,312	7.50%	\$7,263
25	54,541	\$63,207	\$4,410	7.50%	\$8,666
26	54,541	\$64,515	\$4,501	7.50%	\$9,974
27	54,541	\$65,767	\$4,588	7.50%	\$11,226
28	54,541	\$66,926	\$4,669	7.50%	\$12,385
29	54,541	\$68,046	\$4,747	7.50%	\$13,505
30	54,541	\$69,084	\$4,820	7.50%	\$14,543
31	54,541	\$70,080	\$4,889	7.50%	\$15,539
32	54,541	\$71,024	\$4,955	7.50%	\$16,483
33	54,541	\$72,009	\$5,024	7.50%	\$17,468
34	54,541	\$72,832	\$5,081	7.50%	\$18,291
35	54,541	\$73,710	\$5,143	7.50%	\$19,169
36	54,541	\$74,565	\$5,202	7.50%	\$20,024
37	54,541	\$75,435	\$5,263	7.50%	\$20,894
38	54,541	\$76,234	\$5,319	7.50%	\$21,693
39	54,541	\$76,919	\$5,366	7.50%	\$22,378
40	54,541	\$77,439	\$5,403	7.50%	\$22,898
41	54,541	\$77,972	\$5,440	7.50%	\$23,431
42	54,541	\$78,658	\$5,488	7.50%	\$24,117
43	54,541	\$79,344	\$5,536	7.50%	\$24,803
44	54,541	\$80,029	\$5,583	7.50%	\$25,488
45	54,541	\$80,714	\$5,631	7.50%	\$26,173
46	54,541	\$81,401	\$5,679	7.50%	\$26,860
47	54,541	\$82,088	\$5,727	7.50%	\$27,547
48	54,541	\$82,773	\$5,775	7.50%	\$28,232
49	54,541	\$83,457	\$5,822	7.50%	\$28,916

Raise Scenario #1

ESTIMATED COST: \$1,397,500

2019-2020 BUDGET

Port Neches-Groves ISD

6.5% RAISE

Step	PROJECTED	PNG ISD	Step Raise	Percent	PAY OVER
	STATE BASE	TEACHER			STATE BASE
0	33,658	\$42,500			\$8,842
1	34,385	\$43,665	\$2,665	6.50%	\$9,280
2	35,100	\$44,102	\$2,692	6.50%	\$9,002
3	35,827	\$45,218	\$2,760	6.50%	\$9,391
4	37,354	\$46,658	\$2,848	6.50%	\$9,304
5	38,882	\$47,503	\$2,899	6.50%	\$8,621
6	40,410	\$48,868	\$2,983	6.50%	\$8,458
7	41,826	\$49,179	\$3,002	6.50%	\$7,353
8	43,169	\$49,804	\$3,040	6.50%	\$6,635
9	44,438	\$49,977	\$3,050	6.50%	\$5,539
10	45,633	\$50,852	\$3,104	6.50%	\$5,219
11	46,767	\$51,520	\$3,144	6.50%	\$4,753
12	47,851	\$52,144	\$3,183	6.50%	\$4,293
13	48,849	\$52,412	\$3,199	6.50%	\$3,563
14	49,810	\$52,692	\$3,216	6.50%	\$2,882
15	50,709	\$53,079	\$3,240	6.50%	\$2,370
16	51,572	\$53,524	\$3,267	6.50%	\$1,952
17	52,372	\$54,147	\$3,305	6.50%	\$1,775
18	53,136	\$54,672	\$3,337	6.50%	\$1,536
19	53,863	\$55,541	\$3,390	6.50%	\$1,678
20	54,541	\$56,621	\$3,456	6.50%	\$2,080
21	54,541	\$57,718	\$3,523	6.50%	\$3,177
22	54,541	\$58,853	\$3,592	6.50%	\$4,312
23	54,541	\$60,308	\$3,681	6.50%	\$5,767
24	54,541	\$61,229	\$3,737	6.50%	\$6,688
25	54,541	\$62,619	\$3,822	6.50%	\$8,078
26	54,541	\$63,915	\$3,901	6.50%	\$9,374
27	54,541	\$65,155	\$3,977	6.50%	\$10,614
28	54,541	\$66,304	\$4,047	6.50%	\$11,763
29	54,541	\$67,413	\$4,114	6.50%	\$12,872
30	54,541	\$68,441	\$4,177	6.50%	\$13,900
31	54,541	\$69,429	\$4,237	6.50%	\$14,888
32	54,541	\$70,364	\$4,294	6.50%	\$15,823
33	54,541	\$71,339	\$4,354	6.50%	\$16,798
34	54,541	\$72,155	\$4,404	6.50%	\$17,614
35	54,541	\$73,024	\$4,457	6.50%	\$18,483
36	54,541	\$73,871	\$4,509	6.50%	\$19,330
37	54,541	\$74,733	\$4,561	6.50%	\$20,192
38	54,541	\$75,525	\$4,609	6.50%	\$20,984
39	54,541	\$76,204	\$4,651	6.50%	\$21,663
40	54,541	\$76,719	\$4,682	6.50%	\$22,178
41	54,541	\$77,247	\$4,715	6.50%	\$22,706
42	54,541	\$77,927	\$4,756	6.50%	\$23,386
43	54,541	\$78,605	\$4,798	6.50%	\$24,064
44	54,541	\$79,285	\$4,839	6.50%	\$24,744
45	54,541	\$79,964	\$4,880	6.50%	\$25,423
46	54,541	\$80,644	\$4,922	6.50%	\$26,103
47	54,541	\$81,325	\$4,963	6.50%	\$26,784
48	54,541	\$82,003	\$5,005	6.50%	\$27,462
49	54,541	\$82,681	\$5,046	6.50%	\$28,140

# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: July 8, 2019

AGENDA ITEM: Consider Approval of Employee Compensation Plan

### Recommended Compensation Plan

All Chapter 21 contract employees will receive a **7.5%** raise above their 2018-2019 salary. All hourly employees will receive a \$1.00 per hour increase, with a 6.5% minimum guarantee.

**\$1.25**

**7.5%**

The total cost of a 6.5% raise to all employees:

Estimated State funding	\$1,416,672
Estimated District funding	<u>574,249</u>
Total Cost	<u><u>\$1,990,921</u></u>

**RECOMMENDATION:** It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve a 6.5% Employee Compensation Plan increase for all employees.

**7.5%**

**Resource Personnel:** Julie Gauthier, Assistant Superintendent for Administrative Services  
Dr. Mike Gonzales, Superintendent

**Board of Trustees amended and approved figures in red.**

## **Port Neches-Groves Independent School District**

### **Board Document**

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Approval of Independent Auditor for 2018-2019 Financial Audit

Port Neches-Groves ISD and West, Davis & Company have had a long term successful relationship. They have provided excellent service in auditing all district operations to ensure accuracy of records and compliance to established state law and district policies and procedures. It is not required by law that this professional service is competitively bid. Even so, West, Davis & Company has strived to provide the District exceptional services at a low cost.

The cost of the audit will be \$18,500, which is up \$1,000 from the previous three years.

**Recommendation:** It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve the independent auditor and fees submitted by West, Davis & Company in the amount of \$18,500 for fiscal year 2018-2019.

**Resource Personnel:** Sheri Drawhorn, Business Manager

# West, Davis & Company

a limited liability partnership

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July 18, 2019

Port Neches-Groves Independent School District  
620 Avenue C  
Port Neches, Texas 77651

We are pleased to confirm our understanding of the services we are to provide Port Neches-Groves Independent School District (the District) for the year ended August 31, 2019. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended August 31, 2019. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis.
2. Budgetary comparison information.
3. Schedule of proportionate share of net pension liability.
4. Schedule of pension contributions.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States

of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements:

1. Schedule of expenditures of federal awards.
2. Budgetary comparison schedules.
3. Combining statements by fund type, individual fund agreement group statements, supporting schedules or statistical data.

## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on –

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a

determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the board of trustees of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

## **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Governmental Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

## **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Our audit will also include the performance of certain audit procedures for the purpose of reviewing the accuracy of fiscal information provided by the District through the Public Education Information Management System (PEIMS), as required by Section 44.008(b) of the Texas Education Code.

## **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Management Responsibilities**

Management is responsible for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that the District's programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has the responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the school district from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3)

others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to either include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to either include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits,

or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned correctives actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will issue and provide the report in an electronic format known as Acrobat® Portable Document Format (PDF) and the GASB Audit Data Feed in a flat file format. We will electronically submit these electronic files to Texas Education Agency (TEA). However, it is management's responsibility to submit hard copies of the reporting package to TEA, if required. We will also complete the appropriate sections of the Data Collection Form that summarizes our audit findings. We will electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or

containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of West, Davis & Company, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of West, Davis & Company, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five (5) years after the report release date or for any additional period requested by the Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our interim work in November 2019. We expect to begin our final fieldwork in December 2019 and to issue our preliminary draft no later than December 30, 2019. We anticipate issuing and delivering our final report no later than January 9, 2020. Gary Davis is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates without charge for out-of-pocket costs (such as report reproduction, typing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$18,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

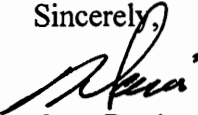
*Government Auditing Standards* require that we provide you with a copy of our most recent peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report accompanies this letter.

As required by the Texas Education Agency's *Texas Administrative Code (TAC Section 109.23)*, our firm is a member of the AICPA Governmental Audit Quality Center (GAQC). Member firms can listed at:

<http://www.aicpa.org/InterestAreas/GovernmentalAuditQuality/Membership/Pages/Findamemberfirm.aspx>.

We appreciate the opportunity to be of service to Port Neches-Groves Independent School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

  
Gary Davis, CPA  
Partner

RESPONSE:

This letter correctly sets forth the understanding of Port Neches-Groves Independent School District.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# WATTS CPA, P.C.

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## System Review Report

December 17, 2014

To West, Davis & Company, LLP  
and the Peer Review Committee of the Texas Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of West, Davis & Company, LLP (the firm) in effect for the year ended June 30, 2014. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of my peer review, I considered reviews by regulatory entities, if applicable, in determining the nature and extent of my procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In my opinion, the system of quality control for the accounting and auditing practice of West, Davis & Company, LLP in effect for the year ended June 30, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. West, Davis & Company, LLP has received a peer review rating of *pass*.

Watts CPA, P.C.

Watts CPA, P.C.

# **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT BOARD DOCUMENT**

**MEETING DATE:** August 12, 2019

**AGENDA ITEM:** Consider Approval of 2019-20 Student Code of Conduct

Please find attached the 2019-20 Student Code of Conduct. The TASB Student Code of Conduct model was used to create this document.

**RECOMMENDATION:** It is recommended the Board of Trustees approve the 2019-20 Student Code of Conduct.

Resource Personnel: Julie Gauthier, Assistant Superintendent

**Port Neches Groves  
Independent School District**



**Student Code of Conduct  
2019-2020**

Approved August 12, 2019

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Dear Student and Parent,

As required by state law, the Board of Trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student.

We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about the required conduct and the consequences for misconduct, we encourage you to ask for the explanation from your student's principal and/or assistant principal.

Thank you,

Dr. Mike Gonzales, Superintendent

## Acknowledgment of Electronic Distribution of Student Code of Conduct

**\*Acknowledgement of the PNGISD Student Code of Conduct is done online yearly during the registration process.**

My child and I have been offered the option to receive a paper copy of or to electronically access at [www.pngisd.org](http://www.pngisd.org) the Port Neches Groves ISD Student Code of Conduct and the Student Handbook for the 2019–20 school year.

I accept responsibility for accessing the Student Code of Conduct and the Student Handbook by visiting the web address listed above.

I understand that if I wish to receive a paper copy of the Student Code of Conduct and the Student Handbook, I must request a copy from the campus secretary.

I understand that the Student Code of Conduct contains information that my child and I may need during the school year. I also understand that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct. If I have any questions regarding this Code of Conduct or Handbook, I will direct those questions to the campus principal.

Student's name (*print*): \_\_\_\_\_

Student's signature: \_\_\_\_\_

Parent's name (*print*): \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Student Code of Conduct**

### **Accessibility**

If you have difficulty accessing the information in this document because of disability, please contact Julie Gauthier, Assistant Superintendent [gauthier@pngisd.org](mailto:gauthier@pngisd.org) 409-722-4244 ext. 1725

### **Purpose**

The Student Code of Conduct (“Code”) is the district’s response to the requirements of Chapter 37 of the Texas Education Code.

The Code provides methods and options for managing students in the classroom and on school grounds, disciplining students, and preventing and intervening in student discipline problems.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences including removal from a regular classroom or campus, out-of-school suspension, placement in a disciplinary alternative education program (DAEP), placement in a juvenile justice alternative education program (JJAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Port Neches Groves ISD Board of Trustees and developed with the advice of the district-level committee. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline. It remains in effect during summer school and at all school-related events and activities outside the school year until an updated version adopted by the board becomes effective for the next school year.

In accordance with state law, the Code shall be posted at each school campus or shall be available for review at the office of the campus principal. Additionally, the Code shall be available at the office of the campus behavior coordinator and posted on the district’s website. Parents shall be notified of any conduct violation that may result in a student being suspended, placed in a DAEP or JJAEP, expelled, or taken into custody by a law enforcement officer under Chapter 37 of the Education Code.

Because the Student Code of Conduct is adopted by the district’s board of trustees, it has the force of policy; therefore, in case of conflict between the Code and the Student Handbook, the Code shall prevail.

**Please note:** The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

## **School District Authority and Jurisdiction**

School rules and the authority of the district to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school or a school-sponsored or school-related activity on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee, board member, or volunteer occurs or is threatened, regardless of time or location;
6. When a student engages in cyberbullying, as provided by Education Code 37.0832;
7. When criminal mischief is committed on or off school property or at a school-related event;
8. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
9. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas;
10. When the student commits a felony, as provided by Education Code 37.006 or 37.0081; and
11. When the student is required to register as a sex offender.

## **Campus Behavior Coordinator**

As required by law, a person at each campus must be designated to serve as the campus behavior coordinator. The designated person may be the principal of the campus or any other campus administrator selected by the principal. The campus behavior coordinator is primarily responsible for maintaining student discipline. The district shall post on its website and in the Student Handbook, for each campus, the email address and telephone number of the person serving as campus behavior coordinator. Contact information may be found at [www.pngisd.org](http://www.pngisd.org). The campus behavior coordinator is the principal and assistant principal(s) of every campus.

## **Threat Assessment and Safe and Supportive School Team**

The campus behavior coordinator or other appropriate administrator will work closely with the campus threat assessment safe and supportive school team to implement the district's threat assessment policy and procedures, as required by law, and shall take appropriate disciplinary action in accordance with the Code of Conduct.

## **Searches**

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner. Refer to the district's policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable suspicion to believe it contains articles or materials prohibited by the district.

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice.

### **Reporting Crimes**

The principal or assistant principal and other school administrators as appropriate shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on campus.

### **Security Personnel**

To ensure sufficient security and protection of students, staff, and property, the board employs police officers, school resource officers (SROs), and/or security personnel. In accordance with law, the board has coordinated with the campus behavior coordinator and other district employees to ensure appropriate law enforcement duties are assigned to security staff. The law enforcement duties of district peace officers are listed in policy CKE(LOCAL)

### **“Parent” Defined**

Throughout the Code of Conduct and related discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.

### **Participating in Graduation Activities**

The district has the right to limit a student’s participation in graduation activities for violating the district’s Code.

Participation might include a speaking role, as established by district policy and procedures.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered as an eligible student to give the opening or closing remarks, a student shall not have engaged in any misconduct in violation of the district’s Code resulting in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

### **Unauthorized Persons**

In accordance with Education Code 37.105, a school administrator, school resource officer (SRO), or district police officer shall have the authority to refuse entry or eject a person from district property if the person refuses to leave peaceably on request and:

1. The person poses a substantial risk of harm to any person; or
2. The person behaves in a manner that is inappropriate for a school setting, and the person persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with policies FNG(LOCAL) or GF(LOCAL), as appropriate. However, the timelines for the district's grievance procedures shall be adjusted as necessary to permit the person to address the board in person within 90 days, unless the complaint is resolved before a board hearing.

See **DAEP—Restrictions During Placement** on page 23, for information regarding a student assigned to DAEP at the time of graduation.

## **Standards for Student Conduct**

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.

Adhere to the requirements of the Student Code of Conduct. Chapter 37 requires the Code to include standards that schools expect from students. Modify the list to emphasize conduct the district would like to encourage.

## General Conduct Violations

The categories of conduct below are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on **Out-of-School Suspension** on page 17, **DAEP Placement** on page 19, **Placement and/or Expulsion for Certain Offenses** on page 26, and **Expulsion** on page 29, certain offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in **Removal from the Regular Educational Setting** as detailed in that section on page 15.

### Disregard for Authority

Students shall not:

- Fail to comply with directives given by school personnel (insubordination).
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct in district vehicles.
- Refuse to accept discipline management techniques assigned by a teacher or principal.

### Mistreatment of Others

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 26.)
- Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, cyberbullying, harassment, or making hit lists. (See **glossary** for all four terms.)
- Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older without the student's consent.
- Engage in conduct that constitutes sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct, directed toward another person, including a district student, employee, board member, or volunteer.
- Engage in conduct that constitutes dating violence. (See **glossary**.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See **glossary**.)
- Cause an individual to act through the use of or threat of force (coercion).
- Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.

- Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.

### Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 26.)
- Deface or damage school property—including textbooks, technology and electronic resources, lockers, furniture, and other equipment—with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 26.)

### Possession of Prohibited Items

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon that is intended to be used as a weapon or could reasonably be perceived as a weapon;
- An air gun or BB gun;
- Ammunition;
- A hand instrument designed to cut or stab another by being thrown;
- Knuckles;
- \*A location-restricted knife;
- \*A club;
- \*A firearm;
- A stun gun;
- A pocketknife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products; cigarettes; e-cigarettes; and any component, part, or accessory for an e-cigarette device;
- Matches or a lighter;
- A laser pointer for other than an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.

\*For weapons and firearms, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 26. In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.

### **Possession of Telecommunications or Other Electronic Devices**

Students shall not:

- Use a telecommunications device, including a cellular telephone, or other electronic device in violation of district and campus rules.

### **Illegal, Prescription, and Over-the-Counter Drugs**

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see **DAEP Placement** on page 19 and **Expulsion** on page 29 for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount.
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See **glossary** for “paraphernalia.”)
- Possess, use, abuse, or sell look-alike drugs or attempt to pass items off as drugs or contraband.
- Abuse the student’s own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person’s prescription drug on school property or at a school-related event. (See **glossary** for “abuse.”)
- Abuse over-the-counter drugs. (See **glossary** for “abuse.”)
- Be under the influence of prescription or over-the-counter drugs that cause impairment of the physical or mental faculties. (See **glossary** for “under the influence.”)
- Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

### **Misuse of Technology Resources and the Internet**

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including, but not limited to, computers and related equipment, district data, the data of others, or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.

- Use the internet or other electronic communications to threaten or harass district students, employees, board members, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Send, post, deliver, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyberbullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Use the internet or other electronic communication to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

### **Safety Transgressions**

Students shall not:

- Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Make false accusations or perpetrate hoaxes regarding school safety.
- Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throw objects that can cause bodily injury or property damage.
- Discharge a fire extinguisher without valid cause.

### **Miscellaneous Offenses**

Students shall not:

- Violate dress and grooming standards as communicated in the Student Handbook.
- Cheat or copy the work of another.
- Gamble.
- Falsify records, passes, or other school-related documents.
- Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violate other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code.

## **Discipline Management Techniques**

Discipline shall be designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action shall draw on the professional judgment of teachers and administrators and on a range of discipline management techniques, including restorative practices. Discipline shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

### **Students with Disabilities**

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, the district shall comply with federal law . For more information regarding discipline of students with disabilities, see policy FOF(LEGAL).

In accordance with the Education Code, a student who receives special education services may not be disciplined for conduct meeting the definition of bullying, cyberbullying, harassment, or making hit lists (see **glossary**) until an ARD committee meeting has been held to review the conduct.

In deciding whether to order suspension, DAEP placement, or expulsion, regardless of whether the action is mandatory or discretionary, the district shall take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

### **Techniques**

The following discipline management techniques may be used alone, in combination, or as part of progressive interventions for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Verbal correction, oral or written.
- Cooling-off time or a brief "time-out" period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, school counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Classroom circles.
- Family group conferencing.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.

- Detention, including outside regular school hours.
- Sending the student to the office or other assigned area, or to in-school suspension.
- Assignment of school duties, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in individual student organizations' extracurricular standards of behavior.
- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Corporal punishment, unless the student's parent or guardian has provided a signed statement prohibiting its use.
- Out-of-school suspension, as specified in **Out-of-School Suspension** on page 17.
- Placement in a DAEP, as specified in **DAEP** on page 19.
- Placement and/or expulsion in an alternative educational setting, as specified in **Placement and/or Expulsion for Certain Offenses** on page 26.
- Expulsion, as specified in **Expulsion** on page 29.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

### **Prohibited Aversive Techniques**

Aversive techniques are prohibited for use with students and are defined as techniques or interventions intended to reduce the reoccurrence of a behavior by intentionally inflicting significant physical or emotional discomfort or pain. Aversive techniques include:

- Using techniques designed or likely to cause physical pain, other than corporal punishment as permitted by district policy. [See policy FO(LOCAL).]
- Using techniques designed or likely to cause physical pain by electric shock or any procedure involving pressure points or joint locks.
- Directed release of noxious, toxic, or unpleasant spray, mist, or substance near a student's face.
- Denying adequate sleep, air, food, water, shelter, bedding, physical comfort, supervision, or access to a restroom facility.
- Ridiculing or demeaning a student in a manner that adversely affects or endangers the learning or mental health of the student or constitutes verbal abuse.
- Employing a device, material, or object that immobilizes all four of a student's extremities, including prone or supine floor restraint.
- Impairing the student's breathing, including applying pressure to the student's torso or neck or placing something in, on, or over the student's mouth or nose or covering the student's face.

- Restricting the student's circulation.
- Securing the student to a stationary object while the student is standing or sitting.
- Inhibiting, reducing, or hindering the student's ability to communicate.
- Using chemical restraints.
- Using time-out in a manner that prevents the student from being able to be involved in and progress appropriately in the required curriculum or any applicable individualized education program (IEP) goals, including isolating the student by the use of physical barriers.
- Depriving the student of one or more of the student's senses, unless the technique does not cause the student discomfort or complies with the student's IEP or behavior intervention plan (BIP).

### **Notification**

The campus behavior coordinator shall promptly notify a student's parent by phone or in person of any violation that may result in in-school or out-of-school suspension, placement in a DAEP, placement in a JJAEP, or expulsion. The campus behavior coordinator shall also notify a student's parent if the student is taken into custody by a law enforcement officer under the disciplinary provisions of the Education Code. A good faith effort shall be made on the day the action was taken to provide to the student for delivery to the student's parent written notification of the disciplinary action. If the parent has not been reached by telephone or in person by 5:00 p.m. of the first business day after the day the disciplinary action was taken, the campus behavior coordinator shall send written notification by U.S. Mail. If the campus behavior coordinator is not able to provide notice to the parent, the principal or designee shall provide the notice.

Before the principal or appropriate administrator assigns a student under age 18 to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

### **Appeals**

Questions from parents regarding disciplinary measures should be addressed to the teacher, campus administration, or campus behavior coordinator, as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office, the campus behavior coordinator's office, or the central administration office or online at [www.pngisd.org](http://www.pngisd.org).

The district shall not delay a disciplinary consequence while a student or parent pursues a grievance.

## **Removal from the School Bus**

A bus driver may refer a student to the principal's office or the campus behavior coordinator's office to maintain effective discipline on the bus. The principal or campus behavior coordinator must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

Since the district's primary responsibility in transporting students in district vehicles is to do so as safely as possible, the operator of the vehicle must focus on driving and not have his or her attention distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal or the campus behavior coordinator may restrict or revoke a student's transportation privileges, in accordance with law.

## **Removal from the Regular Educational Setting**

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

### **Routine Referral**

A routine referral occurs when a teacher sends a student to the campus behavior coordinator's office as a discipline management technique. The campus behavior coordinator shall employ alternative discipline management techniques, including progressive interventions. A teacher or administrator may remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom.

### **Formal Removal**

A teacher may also initiate a formal removal from class if:

1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class or with the student's classmates' ability to learn; or
2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

Within three school days of the formal removal, the campus behavior coordinator or appropriate administrator shall schedule a conference with the student's parent, the student, the teacher who removed the student from class, and any other appropriate administrator.

At the conference, the campus behavior coordinator or appropriate administrator shall inform the student of the alleged misconduct and the proposed consequences. The student shall have an opportunity to respond to the allegations.

When a student is removed from the regular classroom by a teacher and a conference is pending, the campus behavior coordinator or other administrator may place the student in:

- Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

A teacher or administrator must remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion shall be followed.

### **Returning a Student to the Classroom**

When a student has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, or criminal attempt to commit murder or capital murder, the student may not be returned to the teacher's class without the teacher's consent.

When a student has been formally removed by a teacher for any other conduct, the student may be returned to the teacher's class without the teacher's consent if the placement review committee determines that the teacher's class is the best or only alternative available.

## **Out-of-School Suspension**

### **Misconduct**

Students may be suspended for any behavior listed in the Code as a general conduct violation, DAEP offense, or expellable offense.

The district shall not use out-of-school suspension for students in grade 2 or below unless the conduct meets the requirements established in law.

A student below grade 3 or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code Section 46.02 or 46.05;
- Conduct that contains the elements of assault, sexual assault, aggravated assault, or aggravated sexual assault, as provided by the Penal Code; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

The district shall use a positive behavior program as a disciplinary alternative for students below grade 3 who commit general conduct violations instead of suspension or placement in a DAEP. The program shall meet the requirements of law.

### **Process**

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student shall have an informal conference with the campus behavior coordinator or appropriate administrator, who shall advise the student of the alleged misconduct. The student shall have the opportunity to respond to the allegation before the administrator makes a decision.

The campus behavior coordinator shall determine the number of days of a student's suspension, not to exceed three school days.

In deciding whether to order out-of-school suspension, the campus behavior coordinator shall take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct,
3. The student's disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or

6. A student's status as homeless.

The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and cocurricular activities.

### **Coursework During Suspension**

The district shall ensure a student receives access to coursework for foundation curriculum courses while the student is placed in in-school or out-of-school suspension, including at least one method of receiving this coursework that doesn't require the use of the internet.

A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, another distance learning option, or summer school. The district will not charge the student for any method of completion provided by the district.

## Disciplinary Alternative Education Program (DAEP) Placement

The DAEP shall be provided in a setting other than the student's regular classroom. An elementary school student may not be placed in a DAEP with a student who is not an elementary school student.

For purposes of DAEP, elementary classification shall be kindergarten–grade 5 and secondary classification shall be grades 6–12.

Summer programs provided by the district shall serve students assigned to a DAEP in conjunction with other students.

A student who is expelled for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in a DAEP in addition to the expulsion.

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the campus behavior coordinator shall take into consideration:

1. Self-defense (see **glossary**),
2. Intent or lack of intent at the time the student engaged in the conduct,
3. The student's disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student's status as homeless.

### Discretionary Placement: Misconduct That May Result in DAEP Placement

A student may be placed in a DAEP for behaviors prohibited in the General Conduct Violations section of this Code.

#### ***Misconduct Identified in State Law***

In accordance with state law, a student **may** be placed in a DAEP for any one of the following offenses:

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Involvement in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, secret society, or gang. (See **glossary**.)
- Involvement in criminal street gang activity. (See **glossary**.)
- Any criminal mischief, including a felony.
- Assault (no bodily injury) with threat of imminent bodily injury.
- Assault by offensive or provocative physical contact.

In accordance with state law, a student **may** be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see **glossary**) that the student has engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses in Title 5 (see **glossary**) of the Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The campus behavior coordinator **may**, but is not required to, place a student in a DAEP for off-campus conduct for which DAEP placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

### **Mandatory Placement: Misconduct That Requires DAEP Placement**

A student **must** be placed in a DAEP if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See **glossary**.)
- Commits the following offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
  - Engages in conduct punishable as a felony.
  - Commits an assault (see **glossary**) under Penal Code 22.01(a)(1).
  - Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (School-related felony drug offenses are addressed in **Expulsion** on page 29.) (See **glossary** for "under the influence.")
  - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in **Expulsion** on page 29.)
  - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
  - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure. (See **glossary**.)
  - Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code 42.07(a)(1), (2), (3), or (7).
- Engages in expellable conduct and is between six and nine years of age.
- Commits a federal firearms violation and is younger than six years of age.
- Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in **Expulsion** on page 29.)

- Engages in conduct punishable as aggravated robbery or a felony listed under Title 5 (see **glossary**) of the Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
  1. The student receives deferred prosecution (see glossary),
  2. A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
  3. The superintendent or designee has a reasonable belief (see glossary) that the student engaged in the conduct.

### **Sexual Assault and Campus Assignments**

If a student has been convicted of continuous sexual abuse of a young child or children or convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim's parent or another person with the authority to act on behalf of the victim requests that the board transfer the offending student to another campus, the offending student shall be transferred to another campus in the district. If there is no other campus in the district serving the grade level of the offending student, the offending student shall be transferred to a DAEP.

### **Process**

Removals to a DAEP shall be made by the campus behavior coordinator.

### **Conference**

When a student is removed from class for a DAEP offense, the campus behavior coordinator or appropriate administrator shall schedule a conference within three school days with the student's parent, the student, and the teacher, in the case of a teacher removal.

At the conference, the campus behavior coordinator or appropriate administrator shall inform the student, orally or in writing, of the reasons for the removal and shall give the student an explanation of the basis for the removal and an opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

### **Consideration of Mitigating Factors**

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the campus behavior coordinator shall take into consideration:

1. Self-defense (see **glossary**),
2. Intent or lack of intent at the time the student engaged in the conduct,
3. The student's disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct, or
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student's status as homeless.

***Placement Order***

After the conference, if the student is placed in the DAEP, the campus behavior coordinator shall write a placement order. A copy of the DAEP placement order shall be sent to the student and the student's parent.

Not later than the second business day after the conference, the board's designee shall deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

If the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in this Code, the placement order shall give notice of the inconsistency.

***Coursework Notice***

The parent or guardian of a student placed in DAEP shall be given written notice of the student's opportunity to complete a foundation curriculum course in which the student was enrolled at the time of removal and which is required for graduation, at no cost to the student. The notice shall include information regarding all methods available for completing the coursework.

***Length of Placement***

The campus behavior coordinator shall determine the duration of a student's placement in a DAEP.

The duration of a student's placement shall be determined case by case based on the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of DAEP placement shall be one calendar year, except as provided below.

Unless otherwise specified in the placement order, days absent from a DAEP shall not count toward fulfilling the total number of days required in a student's DAEP placement order.

The district shall administer the required pre- and post-assessments for students assigned to DAEP for a period of 90 days or longer in accordance with established district administrative procedures for administering other diagnostic or benchmark assessments.

***Exceeds One Year***

Placement in a DAEP may exceed one year when a review by the district determines that the student is a threat to the safety of other students or to district employees.

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student so that the students are not assigned to the same campus.

***Exceeds School Year***

Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a DAEP to extend beyond the end of the school year, the campus behavior coordinator or the board's designee must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior (see **glossary**) that violates the district's Code.

### ***Exceeds 60 Days***

For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent shall be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

### **Appeals**

Questions from parents regarding disciplinary measures should be addressed to the campus administration.

Student or parent appeals regarding a student's placement in a DAEP should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office, the campus behavior coordinator's office, the central administration office, or through Policy On Line at the following address: [www.pngisd.org](http://www.pngisd.org).

Appeals shall begin at Level One with the campus principal.

The district shall not delay disciplinary consequences pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

### **Restrictions During Placement**

State law prohibits a student placed in a DAEP for reasons specified in state law from attending or participating in school-sponsored or school-related extracurricular activities.

A student placed in a DAEP shall not be provided transportation unless he or she is a student with a disability who is entitled to transportation in accordance with the student's individualized education program (IEP) or Section 504 plan.

For seniors who are eligible to graduate and are assigned to a DAEP at the time of graduation, the last day of placement in the program shall be the last instructional day, and the student shall be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the DAEP placement order.

## **Placement Review**

A student placed in a DAEP shall be provided a review of his or her status, including academic status, by the campus behavior coordinator or the board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

## **Additional Misconduct**

If during the term of placement in a DAEP the student engages in additional misconduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the campus behavior coordinator may enter an additional disciplinary order as a result of those proceedings.

## **Notice of Criminal Proceedings**

When a student is placed in a DAEP for certain offenses, the office of the prosecuting attorney shall notify the district if:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see **glossary**), or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a DAEP for such conduct, on receiving the notice from the prosecutor, the superintendent or designee shall review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board shall, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board shall make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

### **Withdrawal During Process**

When a student violates the district's Code in a way that requires or permits the student to be placed in a DAEP and the student withdraws from the district before a placement order is completed, the campus behavior coordinator may complete the proceedings and issue a placement order. If the student then re-enrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the campus behavior coordinator or the board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

### **Newly Enrolled Students**

The district shall continue the DAEP placement of a student who enrolls in the district and was assigned to a DAEP in an open-enrollment charter school or another district.

A newly enrolled student with a DAEP placement from a district in another state shall be placed as any other newly enrolled student if the behavior committed is a reason for DAEP placement in the receiving district.

If the student was placed in a DAEP by a school district in another state for a period that exceeds one year, this district, by state law, shall reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

### **Emergency Placement Procedure**

When an emergency placement is necessary because the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with classroom or school operations, the student shall be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student shall be given the appropriate conference required for assignment to a DAEP.

### **Transition Services**

In accordance with law and district procedures, campus staff shall provide transition services to a student returning to the regular classroom from an alternative education program, including a DAEP. See policy FOCA(LEGAL) for more information.

## **Placement and/or Expulsion for Certain Offenses**

This section includes two categories of offenses for which the Education Code provides unique procedures and specific consequences.

### **Registered Sex Offenders**

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the district must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, including probation, community supervision, or parole, the placement shall be in either DAEP or JJAEP for at least one semester.

If the student is not under any form of court supervision, the placement may be in DAEP or JJAEP for one semester or the placement may be in a regular classroom. The placement may not be in the regular classroom if the board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interests of the district's students.

### **Review Committee**

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the district shall convene a committee, in accordance with state law, to review the student's placement. The committee shall recommend whether the student should return to the regular classroom or remain in the placement. Absent a special finding, the board or its designee must follow the committee's recommendation.

The placement review of a student with a disability who receives special education services must be made by the ARD committee.

### **Newly Enrolled Student**

If a student enrolls in the district during a mandatory placement as a registered sex offender, the district may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

### **Appeal**

A student or the student's parent may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the board or its designee under this section is final and may not be appealed.

### **Certain Felonies**

Regardless of whether placement or expulsion is required or permitted by one of the reasons in the DAEP Placement or Expulsion sections, in accordance with Education Code 37.0081, a

student may be expelled and placed in either DAEP or JJAEP if the board or campus behavior coordinator makes certain findings and the following circumstances exist in relation to aggravated robbery or a felony offense under Title 5 (see **glossary**) of the Penal Code. The student must:

- Have received deferred prosecution for conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been found by a court or jury to have engaged in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been charged with engaging in conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense; or
- Have received probation or deferred adjudication or have been arrested for, charged with, or convicted of aggravated robbery or a Title 5 felony offense.

The district may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,
3. Whether the conduct occurred while the student was enrolled in the district, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

### ***Hearing and Required Findings***

The student must first have a hearing before the board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.

Any decision of the board or the board's designee under this section is final and may not be appealed.

### ***Length of Placement***

The student is subject to the placement until:

1. The student graduates from high school,
2. The charges are dismissed or reduced to a misdemeanor offense, or
3. The student completes the term of the placement or is assigned to another program.

### ***Placement Review***

A student placed in a DAEP or JJAEP under these circumstances is entitled to a review of his or her status, including academic status, by the campus behavior coordinator or board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress

toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall have the opportunity to present arguments for the student's return to the regular classroom or campus.

***Newly Enrolled Students***

A student who enrolls in the district before completing a placement under this section from another school district must complete the term of the placement.

## Expulsion

In deciding whether to order expulsion, regardless of whether the action is mandatory or discretionary, the campus behavior coordinator shall take into consideration:

1. Self-defense (see **glossary**),
2. Intent or lack of intent at the time the student engaged in the conduct,
3. The student's disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student's status as homeless.

### Discretionary Expulsion: Misconduct That May Result in Expulsion

Some of the following types of misconduct may result in mandatory placement in a DAEP, whether or not a student is expelled. (See **DAEP Placement** on page 19)

#### **Any Location**

A student **may** be expelled for:

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
- Criminal mischief, if punishable as a felony.
- Engaging in conduct that contains the elements of one of the following offenses against another student:
  - Aggravated assault.
  - Sexual assault.
  - Aggravated sexual assault.
  - Murder.
  - Capital murder.
  - Criminal attempt to commit murder or capital murder.
  - Aggravated robbery.
- Breach of computer security. (See **glossary**)
- Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

***At School, Within 300 Feet, or at a School Event***

A student **may** be expelled for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school’s real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug, if the conduct is not punishable as a felony. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (See **glossary** for “under the influence.”)
- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol, if the conduct is not punishable as a felony.
- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.
- Engaging in deadly conduct. (See **glossary**.)

***Within 300 Feet of School***

A student **may** be expelled for engaging in the following conduct while within 300 feet of school property, as measured from any point on the school’s real property boundary line:

- Aggravated assault, sexual assault, or aggravated sexual assault.
- Arson. (See **glossary**.)
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide, or aggravated robbery.
- Continuous sexual abuse of a young child or children.
- Felony drug- or alcohol-related offense.
- Unlawfully carrying on or about the student’s person a handgun or a location-restricted knife, as these terms are defined by state law. (See **glossary**.)
- Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined by state law. (See **glossary**.)
- Possession of a firearm, as defined by federal law. (See **glossary**.)

***Property of Another District***

A student **may** be expelled for committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

**While in DAEP**

A student may be expelled for engaging in documented serious misbehavior that violates the district's Code, despite documented behavioral interventions while placed in a DAEP. For purposes of discretionary expulsion from a DAEP, serious misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or
4. Conduct that constitutes the offense of:
  - a) Public lewdness under Penal Code 21.07;
  - b) Indecent exposure under Penal Code 21.08;
  - c) Criminal mischief under Penal Code 28.03;
  - d) Hazing under Education Code 37.152; or
  - e) Harassment under Penal Code 42.07(a)(1) of a student or district employee.

**Mandatory Expulsion: Misconduct That Requires Expulsion**

A student **must** be expelled under federal or state law for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

**Under Federal Law**

- Bringing to school or possessing at school, including any setting that is under the district's control or supervision for the purpose of a school activity, a firearm, as defined by federal law. (See **glossary**.)

**Note:** Mandatory expulsion under the federal Gun Free Schools Act does not apply to a firearm that is lawfully stored inside a locked vehicle, or to firearms used in activities approved and authorized by the district when the district has adopted appropriate safeguards to ensure student safety.

**Under the Penal Code**

- Unlawfully carrying on or about the student's person the following, in the manner prohibited by Penal Code 46.02:
  - A handgun, defined by state law as any firearm designed, made, or adapted to be used with one hand. (See **glossary**.)

**Note:** A student may not be expelled solely on the basis of the student's use, exhibition, or possession of a firearm that occurs at an approved target range facility that is not located on a school campus, while participating in or preparing for a school-sponsored, shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Parks and Wildlife Department, or a shooting sports sanctioning organization working with the department. [See policy FNCG(LEGAL).]

- A location-restricted knife, as defined by state law. (See **glossary**.)
- Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined in state law. (See **glossary**.)

- Behaving in a manner that contains elements of the following offenses under the Penal Code:
  - Aggravated assault, sexual assault, or aggravated sexual assault.
  - Arson. (See **glossary**.)
  - Murder, capital murder, or criminal attempt to commit murder or capital murder.
  - Indecency with a child.
  - Aggravated kidnapping.
  - Aggravated robbery.
  - Manslaughter.
  - Criminally negligent homicide.
  - Continuous sexual abuse of a young child or children.
  - Behavior punishable as a felony that involves selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.
- Engaging in retaliation against a school employee or volunteer combined with one of the above-listed mandatory expulsion offenses.

### **Under Age Ten**

When a student under the age of ten engages in behavior that is expellable behavior, the student shall not be expelled, but shall be placed in a DAEP. A student under age six shall not be placed in a DAEP unless the student commits a federal firearm offense.

### **Process**

If a student is believed to have committed an expellable offense, the campus behavior coordinator or other appropriate administrator shall schedule a hearing within a reasonable time. The student's parent shall be invited in writing to attend the hearing.

Until a hearing can be held, the campus behavior coordinator or other administrator may place the student in:

- Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

### **Hearing**

A student facing expulsion shall be given a hearing with appropriate due process. The student is entitled to:

1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student's defense, and

3. An opportunity to question the witnesses called by the district at the hearing.
4. After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The Board of Trustees delegates to the Director of the Alternative Education Campus and the Assistant Superintendent for Administrative Services authority to conduct hearing and expel students.

### ***Board Review of Expulsion***

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board shall review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board's designee.

The board shall hear statements made by the parties at the review and shall base its decision on evidence reflected in the record and any statements made by the parties at the review. The board shall make and communicate its decision orally at the conclusion of the presentation. Consequences shall not be deferred pending the outcome of the hearing.

### ***Expulsion Order***

Before ordering the expulsion, the board or campus behavior coordinator shall take into consideration:

1. Self-defense (see **glossary**),
2. Intent or lack of intent at the time the student engaged in the conduct,
3. The student's disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student's status as homeless.

If the student is expelled, the board or its designee shall deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the Director of the Alternative Education Campus and/or the Assistant Superintendent for Administrative Services shall deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order shall give notice of the inconsistency.

### **Length of Expulsion**

The length of an expulsion shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements.

The duration of a student's expulsion shall be determined on a case-by-case basis. The maximum period of expulsion is one calendar year, except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school.

However, the superintendent may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

### **Withdrawal During Process**

When a student has violated the district's Code in a way that requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then re-enrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the campus behavior coordinator or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

### **Additional Misconduct**

If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the campus behavior coordinator or the board may issue an additional disciplinary order as a result of those proceedings.

### **Restrictions During Expulsion**

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit shall be earned for work missed during the period of expulsion unless the student is enrolled in a JJAEP or another district-approved program.

### **Newly Enrolled Students**

The district shall continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:

1. The out-of-state district provides the district with a copy of the expulsion order, and
2. The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a DAEP, the district shall reduce the period of the expulsion or DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

### **Emergency Expulsion Procedures**

When an emergency expulsion is necessary to protect persons or property from imminent harm, the student shall be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student shall be given appropriate due process required for a student facing expulsion.

### **DAEP Placement of Expelled Students**

The district may provide educational services to any expelled student in a DAEP; however, educational services in the DAEP must be provided if the student is less than ten years of age.

### **Transition Services**

In accordance with law and district procedures, campus staff shall provide transition services for a student returning to the regular classroom from placement in an alternative education program, including a DAEP or JJAEP. See policies FOCA(LEGAL) and FODA(LEGAL) for more information.

## Glossary

**Abuse** is improper or excessive use.

**Aggravated robbery** is defined in part by Penal Code 29.03(a) as when a person commits robbery and:

1. Causes serious bodily injury to another;
2. Uses or exhibits a deadly weapon; or
3. Causes bodily injury to another person or threatens or places another person in fear of imminent bodily injury or death, if the other person is:
  - a) 65 years of age or older, or
  - b) A disabled person.

**Armor-piercing ammunition** is defined by Penal Code 46.01 as handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

**Arson** is defined in part by Penal Code 28.02 as:

1. A crime that involves starting a fire or causing an explosion with intent to destroy or damage:
  - a) Any vegetation, fence, or structure on open-space land; or
  - b) Any building, habitation, or vehicle:
    - 1) Knowing that it is within the limits of an incorporated city or town,
    - 2) Knowing that it is insured against damage or destruction,
    - 3) Knowing that it is subject to a mortgage or other security interest,
    - 4) Knowing that it is located on property belonging to another,
    - 5) Knowing that it has located within it property belonging to another, or
    - 6) When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.
2. A crime that involves recklessly starting a fire or causing an explosion while manufacturing or attempting to manufacture a controlled substance and the fire or explosion damages any building, habitation, or vehicle; or
3. A crime that involves intentionally starting a fire or causing an explosion and in so doing:
  - a) Recklessly damages or destroys a building belonging to another, or
  - b) Recklessly causes another person to suffer bodily injury or death.

**Assault** is defined in part by Penal Code §22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another; §22.01(a)(2) as intentionally or knowingly threatening another with imminent bodily injury; and §22.01(a)(3) as intentionally or knowingly causing physical contact with another that can reasonably be regarded as offensive or provocative.

**Breach of computer security** includes knowingly accessing a computer, computer network, or computer system without the effective consent of the owner as defined in Penal Code 33.02, if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district; and the student knowingly alters, damages, or

deletes school district property or information; or commits a breach of any other computer, computer network, or computer system.

**Bullying** is defined in Section 37.0832 of the Education Code as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

1. Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
2. Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
3. Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
4. Infringes on the rights of the victim at school.

Bullying includes cyberbullying. (See below) This state law on bullying prevention applies to:

1. Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
2. Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
3. Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

**Chemical dispensing device** is defined by Penal Code 46.01 as a device designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

**Club** is defined by Penal Code 46.01 as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, nightstick, mace, and tomahawk are in the same category.

**Controlled substance** means a substance, including a drug, an adulterant, and a dilutant, listed in Schedules I through V or Penalty Group 1, 1-A, 2, 2-A, 3, or 4 of the Texas Controlled Substances Act. The term includes the aggregate weight of any mixture, solution, or other substance containing a controlled substance. The term does not include hemp, as defined by Agriculture Code 121.001, or the tetrahydrocannabinols (THC) in hemp.

**Criminal street gang** is defined by Penal Code 71.01 as three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

**Cyberbullying** is defined by Section 37.0832 of the Education Code as bullying that is done through the use of any electronic communication device, including through the use of a cellular

or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an internet website, or any other internet-based communication tool.

**Dangerous drug** is defined by Health and Safety Code 483.001 as a device or a drug that is unsafe for self-medication and that is not included in Schedules I through V or Penalty Groups 1 through 4 of the Texas Controlled Substances Act. The term includes a device or drug that federal law prohibits dispensing without prescription or restricts to use by or on the order of a licensed veterinarian.

**Dating violence** occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense, as defined by Section 71.0021 of the Family Code.

**Deadly conduct** under Penal Code 22.05 occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

**Deferred adjudication** is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

**Deferred prosecution** may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

**Delinquent conduct** is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

**Discretionary** means that something is left to or regulated by a local decision maker.

**E-cigarette** means an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device. The term includes any device that is manufactured, distributed, or sold as an e-cigarette, e-cigar, or e-pipe or under another product name or description and a component, part, or accessory for the device, regardless of whether the component, part, or accessory is sold separately from the device.

**Explosive weapon** is defined by Penal Code 46.01 as any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

**False alarm or report** under Penal Code 42.06 occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;

2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

**Firearm** is defined by federal law (18 U.S.C. 921(a)) as:

1. Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive;
  2. The frame or receiver of any such weapon;
  3. Any firearm muffler or firearm weapon; or
  4. Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.
- Such term does not include an antique firearm.

**Firearm silencer** is defined by Penal Code 46.01 as any device designed, made, or adapted to muffle the report of a firearm.

**Graffiti** includes markings with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

**Handgun** is defined by Penal Code 46.01 as any firearm that is designed, made, or adapted to be fired with one hand.

**Harassment** includes:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);
2. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; is sexually intimidating; causes physical damage to the property of another student; subjects another student to physical confinement or restraint; or maliciously and substantially harms another student's physical or emotional health or safety, as defined in Section 37.001(b)(2) of the Education Code; or
3. Conduct that is punishable as a crime under Penal Code 42.07, including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
  - a) Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
  - b) Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
  - c) Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury; and
  - d) Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another.

**Hazing** is defined by Section 37.151 of the Education Code as an intentional, knowing, or reckless act, on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, initiation into, affiliation with, holding office in, or

maintaining membership in a student organization if the act meets the elements in Education Code 37.151, including:

1. Any type of physical brutality;
2. An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;
3. An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; and
4. Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.

**Hit list** is defined in Section 37.001(b)(3) of the Education Code as a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

**Improvised explosive device** is defined by Penal Code 46.01 as a completed and operational bomb designed to cause serious bodily injury, death, or substantial property damage that is fabricated in an improvised manner using nonmilitary components.

**Indecent exposure** is defined by Penal Code 21.08 as an offense that occurs when a person exposes the person's anus or any part of the person's genitals with intent to arouse or gratify the sexual desire of any person, and is reckless about whether another is present who will be offended or alarmed by the act.

**Intimate visual material** is defined by Civil Practices and Remedies Code 98B.001 and Penal Code 21.16 as visual material that depicts a person with the person's intimate parts exposed or engaged in sexual conduct. "Visual material" means any film, photograph, video tape, negative, or slide of any photographic reproduction or any other physical medium that allows an image to be displayed on a computer or other video screen and any image transmitted to a computer or other video screen.

**Location-restricted knife** is defined by Penal Code 46.01 as a knife with a blade over five and one-half inches.

**Knuckles** means any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

**Look-alike weapon** means an item that resembles a weapon but is not intended to be used to cause serious bodily injury.

**Machine gun** as defined by Penal Code 46.01 is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

**Mandatory** means that something is obligatory or required because of an authority.

**Paraphernalia** are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

**Possession** means to have an item on one's person or in one's personal property, including, but not limited to, clothing, purse, or backpack; a private vehicle used for transportation to or from school or school-related activities, including, but not limited to, an automobile, truck, motorcycle, or bicycle; telecommunications or electronic devices; or any school property used by the student, including, but not limited to, a locker or desk.

**Prohibited weapon** under Penal Code 46.05(a) means:

1. The following items unless registered with the U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives or otherwise not subject to that registration requirement or unless the item is classified as a curio or relic by the U.S. Department of Justice:
  - a) An explosive weapon;
  - b) A machine gun;
  - c) A short-barrel firearm;
2. Armor-piercing ammunition;
3. A chemical dispensing device;
4. A zip gun;
5. A tire deflation device;
6. An improvised explosive device; or
7. A firearm silencer, unless classified as a curio or relic by the U.S. Department of Justice or the actor otherwise possesses, manufactures, transports, repairs, or sells the firearm silencer in compliance with federal law.

**Public Lewdness** is defined by Penal Code 21.07 as an offense that occurs when a person knowingly engages in an act of sexual intercourse, deviate sexual intercourse, or sexual contact in a public place or, if not in a public place, is reckless about whether another is present who will be offended or alarmed by the act.

**Public school fraternity, sorority, secret society, or gang** means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student. Educational organizations listed in Section 37.121(d) of the Education Code are excepted from this definition.

**Reasonable belief** is that which an ordinary person of average intelligence and sound mind would believe. Chapter 37 requires certain disciplinary decisions when the superintendent or designee has a reasonable belief that a student engaged in conduct punishable as a felony offense. In forming such a reasonable belief, the superintendent or designee may use all available information, including the notice of a student's arrest under Article 15.27 of the Code of Criminal Procedure.

**Self-defense** is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect himself or herself.

**Serious misbehavior means:**

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;

3. Conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or
4. Conduct that constitutes the offense of:
  - a) Public lewdness under Penal Code 21.07;
  - b) Indecent exposure under Penal Code 21.08;
  - c) Criminal mischief under Penal Code 28.03;
  - d) Hazing under Education Code 37.152; or
  - e) Harassment under Penal Code 42.07(a)(1) of a student or district employee.

**Serious or persistent misbehavior** includes, but is not limited to:

- Behavior that is grounds for permissible expulsion or mandatory DAEP placement.
- Behavior identified by the district as grounds for discretionary DAEP placement.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Refusal to attempt or complete school work as assigned.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Leaving school grounds without permission.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

**Short-barrel firearm** is defined by Penal Code 46.01 as a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

**Terroristic threat** is defined by Penal Code 22.07 as a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications; public transportation; public water, gas, or power supply; or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

**Tire deflation device** is defined in part by Penal Code 46.01 as a device, including a caltrop or spike strip, that, when driven over, impedes or stops the movement of a wheeled vehicle by puncturing one or more of the vehicle's tires.

**Title 5 felonies** are those crimes listed in Title 5 of the Penal Code that typically involve injury to a person and may include:

- Murder, manslaughter, or homicide under Sections 19.02, – .05;

- Kidnapping under Section 20.03;
- Trafficking of persons under Section 20A.02;
- Smuggling or continuous smuggling of persons under Sections 20.05 – .06;
- Assault under Section 22.01;
- Aggravated assault under Section 22.02;
- Sexual assault under Section 22.011;
- Aggravated sexual assault under Section 22.021;
- Unlawful restraint under Section 20.02;
- Continuous sexual abuse of a young child or children under Section 21.02;
- Bestiality under Section 21.09;
- Improper relationship between educator and student under Section 21.12;
- Voyeurism under Section 21.17;
- Indecency with a child under Section 21.11;
- Invasive visual recording under Section 21.15;
- Disclosure or promotion of intimate visual material under Section 21.16;
- Sexual coercion under Section 21.18;
- Injury to a child, an elderly person, or a disabled person of any age under Section 22.04;
- Abandoning or endangering a child under Section 22.041;
- Deadly conduct under Section 22.05;
- Terroristic threat under Section 22.07;
- Aiding a person to commit suicide under Section 22.08; and
- Tampering with a consumer product under Section 22.09.

[See FOC(EXHIBIT).]

**Under the influence** means lacking the normal use of mental or physical faculties. Impairment of a person’s physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior, the presence of physical symptoms of drug or alcohol use, or by admission. A student “under the influence” need not be legally intoxicated to trigger disciplinary action.

**Use** means voluntarily introducing into one’s body, by any means, a prohibited substance.

**Zip gun** is defined by Penal Code 46.01 as a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

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# **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT**

## **BOARD DOCUMENT**

**MEETING DATE:** August 12, 2019

**AGENDA ITEM:** Consider Approval of Disbursements

The monthly list of bills paid for the period July 1, 2019 to July 31, 2019 is detailed in the attachment. If members of the Board have questions regarding any of the disbursements, we would request that they contact our office prior to the Board meeting and list the check number and the payee for the item in question. We will pull the voucher and supporting documentation to give a detailed answer to any questions during the public Board meeting.

**Recommendation:** It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve the disbursements for the period July 1, 2019, to July 31, 2019.

**Resource Personnel:** Sheri Drawhorn, Business Manager

VENDOR	CHECK CHECK		ACCOUNT							INVOICE
	NUMBER	DATE	AMOUNT	NUMBER					DESCRIPTION	
ABEL, RILEY	98870	07/03/2019	560.00	499 E 61	6498	00	999	0 99	0 00	SUMMER REC WORKER 6/3-6/27
ABSHERE, NORMAN JR	98912	07/09/2019	106.00	199 E 36	6411	18	873	0 91	0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
ACADIAN AMBULANCE SE	98990	07/18/2019	189.63	199 E 11	6399	00	001	0 11	0 00	AMBULANCE FOR GRADUATION
ACE IMAGEWEAR	98957	07/11/2019	48.28	199 E 34	6219	00	937	0 99	0 00	Cleaning of uniforms-Blanket PO
ACE IMAGEWEAR	98957	07/11/2019	48.28	199 E 34	6219	00	937	0 99	0 00	Cleaning of uniforms-Blanket PO
ACE IMAGEWEAR	98957	07/11/2019	48.28	199 E 34	6219	00	937	0 99	0 00	Cleaning of uniforms-Blanket PO
ACE IMAGEWEAR	98957	07/11/2019	48.28	199 E 34	6219	00	937	0 99	0 00	Cleaning of uniforms-Blanket PO
ADVANCED GRAPHICS	98991	07/18/2019	822.50	199 E 52	6399	00	877	0 99	0 00	ID card supplies
AGUILAR, SERGIO JR	98871	07/03/2019	640.00	499 E 61	6498	00	999	0 99	0 00	SUMMER REC WORKER 6/3-6/27
ALL PHASE ELECTRIC C	98872	07/03/2019	278.53	199 E 51	6317	19	936	0 99	0 00	HS FOOTBALL STADIUM PRESS BOX-CAMERA JOB
ALL PHASE ELECTRIC C	98872	07/03/2019	502.50	199 E 51	6317	19	936	0 99	0 00	HS-BULBS FOR CAMPUS
ALL PHASE ELECTRIC C	98872	07/03/2019	168.00	199 E 51	6317	19	936	0 99	0 00	GE-RECEPTACLE COVERS FOR CAMPUS
ALL PHASE ELECTRIC C	99044	07/25/2019	173.40	199 E 51	6317	19	936	0 99	0 00	DW-BULBS
ALL PHASE ELECTRIC C	99044	07/25/2019	103.33	199 E 51	6317	19	936	0 99	0 00	HS, GE-BULBS, ELECTRICAL SUPPLIES
ALL PHASE ELECTRIC C	99044	07/25/2019	178.00	199 E 51	6317	19	936	0 99	0 00	HS AUDITORIUM-ELECTRICAL REPAIRS-RECEPTACLES
ALL PHASE ELECTRIC C	99044	07/25/2019	261.35	199 E 51	6317	19	936	0 99	0 00	PNE-SUPPLIES NEEDED TO CONNECT ELECTRICAL FOR ROOF A/C UNIT
AMAZON.COM	99104	07/25/2019	85.64	199 E 11	6399	00	699	0 24	0 00	Elementary Summer School Supplies
AMAZON.COM	99104	07/25/2019	24.98	199 E 11	6494	00	101	0 23	0 00	classroom supplies
AMAZON.COM	99104	07/25/2019	60.71	199 E 36	6399	26	873	0 91	0 91	standard plates
AMAZON.COM	99104	07/25/2019	800.29	199 E 36	6399	90	873	0 91	0 91	standard plates
AMAZON.COM	99104	07/25/2019	495.00	199 E 36	6639	00	873	0 91	0 91	VECOAX MiniMod-2
AMAZON.COM	99104	07/25/2019	76.35	199 E 51	6317	00	936	0 99	0 00	MD-PHONE CASES FOR ANGIE YOUNG AND COLBY VANDERWEG
AMAZON.COM	99104	07/25/2019	199.50	199 E 34	6399	00	937	0 99	0 00	Angel Guard Car Seat Button Cover for Special Ed Buses
AMAZON.COM	99104	07/25/2019	2,745.00	199 E 51	6249	00	874	0 99	0 00	switch for stadium
AMAZON.COM	99104	07/25/2019	109.99	199 E 52	6399	00	877	0 99	0 00	power supply
AMAZON.COM	99104	07/25/2019	57.00	289 E 11	6399	79	871	9 11	0 00	School Supplies Purchased for Hurricane Harvey Affected Students
AMAZON.COM	99104	07/25/2019	10.99	289 E 11	6399	79	871	9 11	0 00	School Supplies Purchased for Hurricane Harvey Affected Students
AMAZON.COM	99104	07/25/2019	23.12	289 E 11	6399	79	871	9 11	0 00	School Supplies Purchased for Hurricane Harvey Affected Students
AMAZON.COM	99104	07/25/2019	810.00	289 E 11	6399	79	871	9 11	0 00	School Supplies Purchased for Hurricane Harvey Affected Students
AMAZON.COM	99104	07/25/2019	153.78	199 E 11	6399	00	699	0 24	0 00	Summer School Instructional Supplies
AMAZON.COM	99104	07/25/2019	179.99	199 E 51	6639	00	936	0 99	0 00	DW-EQUIPMENT FOR MAIL VAN
AMAZON.COM	99104	07/25/2019	1,342.46	289 E 11	6399	79	871	9 11	0 00	School Supplies Purchased for

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION
	NUMBER	DATE		NUMBER		
						Hurricane Harvey Affected Students
AMAZON.COM	99104	07/25/2019	1.01	199 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	107.91	499 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	0.27	199 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	28.49	499 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	0.94	199 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	100.96	499 E 11 6399 00 103 0 11 0 00		SPRING GRANT--HOLLY SARTIN
AMAZON.COM	99104	07/25/2019	12.99	199 E 11 6399 00 699 0 24 0 00		Curriculum Instructional & Office Supplies
AMAZON.COM	99104	07/25/2019	17.96	199 E 13 6399 00 871 0 11 0 00		Curriculum Instructional & Office Supplies
AMERICAN EXPRESS	41926032	07/03/2019	936.81	499 E 11 6399 00 105 0 11 0 00		AMX - CREDIT CHARGES - DOMINOS END OF YEAR PARTIES
AMERICAN EXPRESS	41926032	07/03/2019	212.50	199 E 11 6399 00 105 0 11 0 00		SNEAKY PETE'S - HAMBURGERS FOR FACULTY/MONTHLY AMX CHARGES
AMERICAN EXPRESS	41926032	07/03/2019	-3.00	199 E 11 6399 00 699 0 24 0 00		Summer School Curriculum
AMERICAN EXPRESS	41926032	07/03/2019	25.00	199 E 11 6399 00 870 0 22 0 00		ESCO INSTITUTE EPA EXAM - HVAC PARIS
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 41 6498 00 750 0 99 0 00		Filing Fee to Texas Comptrollers Office for Sales & Use Tax=\$53.00 (\$52.00 Filing Fee + \$1.00 Processing Fee)
AMERICAN EXPRESS	41926032	07/03/2019	53.00	199 E 41 6411 00 750 0 99 0 00		Filing Fee to Texas Comptrollers Office for Sales & Use Tax=\$53.00 (\$52.00 Filing Fee + \$1.00 Processing Fee)
AMERICAN EXPRESS	41926032	07/03/2019	3,360.65	289 E 11 6399 79 871 9 11 0 00		Hurricane Harvey Supplies for Taft, Woodcrest & Groves Elementaries
AMERICAN EXPRESS	41926032	07/03/2019	14.09	199 E 11 6399 00 001 0 11 0 00		AE PURCHASE AT WALGREENS
AMERICAN EXPRESS	41926032	07/03/2019	266.88	199 E 36 6411 19 873 0 91 0 91		HOTEL CHARGES FOR COACH COMEAUX, SAN ANTONIO MARRIOTT
AMERICAN EXPRESS	41926032	07/03/2019	144.00	199 E 13 6499 00 871 0 11 0 00		Chick-Fil-A and Golden Croissant Purchases for 2019-2020 ESSA Consultation Meeting Planning Luncheon on 6/5/19
AMERICAN EXPRESS	41926032	07/03/2019	3,027.95	289 E 11 6399 79 871 9 11 0 00		Hurricane Harvey Supplies for Ridgewood, Port Neches Elementary & Groves Middle School
AMERICAN EXPRESS	41926032	07/03/2019	40.00	199 E 13 6499 00 871 0 11 0 00		Chick-Fil-A and Golden Croissant Purchases for 2019-2020 ESSA Consultation Meeting Planning Luncheon on 6/5/19
AMERICAN EXPRESS	41926032	07/03/2019	17.64	199 E 11 6334 00 871 0 11 0 00		USPS Postage for Credit By Exam Testing
AMERICAN EXPRESS	41926032	07/03/2019	97.00	199 E 41 6219 00 720 0 99 0 00		Annual membership to The Leadership Vault
AMERICAN EXPRESS	41926032	07/03/2019	397.31	199 E 41 6219 00 720 0 99 0 00		Administrators luncheon - Schooner

VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION
AMERICAN EXPRESS	41926032	07/03/2019	151.51	199 E 36 6411 18 873 0 91 0 91	AMERICAN EXPRESS CHARGE FOR HOTEL CHARGE FOR COACHES CONFERENCE IN WACO
AMERICAN EXPRESS	41926032	07/03/2019	33.86	199 E 13 6411 00 872 0 23 0 00	American Express .. Buckees - gas TASSP Law Conference .. travel expenses
AMERICAN EXPRESS	41926032	07/03/2019	59.77	199 E 13 6411 00 871 0 11 0 00	Buc-ee's Gas Expense for TEPSA Summer Conference
AMERICAN EXPRESS	41926032	07/03/2019	165.40	199 E 13 6399 00 872 0 23 0 00	American Express .. Special Ed books / materials ..
AMERICAN EXPRESS	41926032	07/03/2019	29.90	199 E 13 6399 00 872 0 23 0 00	American Express .. Special Ed books & materials ..
AMERICAN EXPRESS	41926032	07/03/2019	777.40	199 E 11 6399 00 111 0 32 0 00	Creator Designs
AMERICAN EXPRESS	41926032	07/03/2019	35.71	199 E 13 6399 00 871 0 11 0 00	Materials for Possible Book Study from Scholastic Book Fair at TEPSA Summer Conference
AMERICAN EXPRESS	41926032	07/03/2019	-1,990.00	199 E 13 6411 00 871 0 11 0 00	American Express Disputed Charge for Scholastic Book Fairs Conference
AMERICAN EXPRESS	41926032	07/03/2019	172.77	199 E 23 6411 00 001 0 99 0 00	Parking at Hampton Inn - Scott Ryan
AMERICAN EXPRESS	41926032	07/03/2019	205.45	199 E 23 6411 00 002 0 99 0 00	Enterprise Car Rental for Brian Waguespack attending TASSP conference 6/10/19-6/14/19. Reservation #5M1CD3
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 23 6411 00 103 0 99 0 00	Hotel/Parking stay for K. Schexnaider at the Hampton by Hilton for the TASSP Summer Workshop in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 41 6498 00 750 0 99 0 00	Hotel/Parking stay for K. Schexnaider at the Hampton by Hilton for the TASSP Summer Workshop in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	793.35	199 E 41 6411 00 750 0 99 0 00	Hotel/Parking stay for K. Schexnaider at the Hampton by Hilton for the TASSP Summer Workshop in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 23 6411 00 002 0 99 0 00	Hotel/Parking stay for K. Schexnaider at the Hampton by Hilton for the TASSP Summer Workshop in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	9.04	199 E 13 6411 00 871 0 11 0 00	Buc-ee's Gas Expense for TEPSA Summer Conference
AMERICAN EXPRESS	41926032	07/03/2019	21.29	199 E 13 6411 00 872 0 23 0 00	American Express .. Buckees - gas TASSP Law Conference .. travel expenses
AMERICAN EXPRESS	41926032	07/03/2019	-165.07	199 E 13 6411 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..

VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION
AMERICAN EXPRESS	41926032	07/03/2019	-12.45	199 E 13 6399 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..
AMERICAN EXPRESS	41926032	07/03/2019	152.50	199 E 13 6411 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..
AMERICAN EXPRESS	41926032	07/03/2019	11.50	199 E 13 6399 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..
AMERICAN EXPRESS	41926032	07/03/2019	165.07	199 E 13 6411 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..
AMERICAN EXPRESS	41926032	07/03/2019	12.45	199 E 13 6399 00 872 0 23 0 00	American Express .. Hampton Inn - parking TASSP Law Conference .. travel expenses ..
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 11 6399 00 107 0 11 0 00	Hotel stay for A. Abel at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 41 6498 00 750 0 99 0 00	Hotel stay for A. Abel at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	320.27	199 E 41 6411 00 750 0 99 0 00	Hotel stay for A. Abel at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 23 6411 00 102 0 99 0 00	Hotel stay for K. Carter at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 41 6498 00 750 0 99 0 00	Hotel stay for K. Carter at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	320.27	199 E 41 6411 00 750 0 99 0 00	Hotel stay for K. Carter at the Renaissance Austin Hotel for the TEPSA Summer Conference in Austin, TX for the dates of 6/11-14/19
AMERICAN EXPRESS	41926032	07/03/2019	797.92	199 E 41 6411 00 701 0 99 0 00	TEPSA Conference June 12-14, 2019
AMERICAN EXPRESS	41926032	07/03/2019	320.27	199 E 13 6411 00 871 0 11 0 00	Renaissance Hotel for TEPSA Summer Conference
AMERICAN EXPRESS	41926032	07/03/2019	1,279.50	199 E 41 6419 00 702 0 99 0 00	Hotel accommodations for Lana Parker and Dustin Marsh

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION
	NUMBER	DATE		NUMBER		
AMERICAN EXPRESS	41926032	07/03/2019	25.99	199 E 41 6399 00 720 0 99 0 00	(Summer Leadership Institute June 12-14, 2019) Office supplies, subscription, administrator lunch	
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 41 6498 00 750 0 99 0 00	Hotel Deposit for B. Duhon at the Hyatt Regency Houston for the 2019 CTAT Summer Conference in Houston, TX for the dates of 7/16-18/19	
AMERICAN EXPRESS	41926032	07/03/2019	169.65	199 E 41 6411 00 750 0 99 0 00	Hotel Deposit for B. Duhon at the Hyatt Regency Houston for the 2019 CTAT Summer Conference in Houston, TX for the dates of 7/16-18/19	
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 23 6411 00 002 0 99 0 00	Hotel Deposit for B. Duhon at the Hyatt Regency Houston for the 2019 CTAT Summer Conference in Houston, TX for the dates of 7/16-18/19	
AMERICAN EXPRESS	41926032	07/03/2019	0.00	199 E 13 6411 00 871 0 22 0 00	Hotel Deposit for B. Duhon at the Hyatt Regency Houston for the 2019 CTAT Summer Conference in Houston, TX for the dates of 7/16-18/19	
AMERICAN EXPRESS	41926032	07/03/2019	92.90	199 E 41 6499 00 701 0 99 0 00	Notary Renewal (Cheryl Jourdan)	
AMERICAN EXPRESS	41926032	07/03/2019	92.00	199 E 11 6412 00 699 0 25 0 00	ESL PreK-K Summer School Field Trip to Beaumont Children's Museum	
AMERICAN EXPRESS	41926032	07/03/2019	39.90	199 E 11 6399 00 870 0 22 0 00	Ritter Lumber for Spray Paint for CTE per B. Duhon	
AMERICAN EXPRESS	41926032	07/03/2019	12.00	199 E 11 6399 00 872 0 23 0 00	ESL PreK-K/SPED Summer School Field Trip to Max Bowl	
AMERICAN EXPRESS	41926032	07/03/2019	63.00	199 E 11 6412 00 699 0 25 0 00	ESL PreK-K/SPED Summer School Field Trip to Max Bowl	
AMERICAN EXPRESS	41926032	07/03/2019	16.52	199 E 13 6399 00 872 0 23 0 00	American Express .. Mailing/Shipping charges @ UPS store .. A. Lee documents mailed to attorney ..	
AMERICAN EXPRESS	41926032	07/03/2019	-394.53	199 E 11 6399 00 872 0 23 0 00	American Express .. School Specialty .. Horseshoe table for Speech Therapy student sessions .. E. Marioneaux @ PNMS ..	
AMERICAN EXPRESS	41926032	07/03/2019	893.80	199 E 23 6411 00 002 0 99 0 00	Hampton Inn& Suites Austin: June 10-14th for Brian Waguespack while attending TASSP Summer Workshop	
AMERICAN HERITAGE CA	31803	07/25/2019	99.36	863 L 00 2159 00 000 0 00 0 11	Payroll accrual	
AMERICAN UNITED LIFE	31795	07/25/2019	175.00	863 L 00 2159 00 000 0 00 0 09	Payroll accrual	
ANGUS, CXADI	98913	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
AT&T	98873	07/03/2019	6,731.55	199 E 51 6259 11 936 0 99 0 00	MONTHLY LOCAL SERVICE, PHONE SERVICE FROM 06/19/19 -	

VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION
AT&T LONG DISTANCE	99045	07/25/2019	213.78	199 E 51 6259 11 936 0 99 0 00	07/18/19 AT&T LONG DISTANCE SERVICE FOR MAY
ATPE	31796	07/25/2019	17.50	863 L 00 2159 00 000 0 00 0 00	Payroll accrual
AUSTIN, BLAKE	98914	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
AUTOMATIC PUMP & EQU	99046	07/25/2019	30.00	199 E 51 6317 16 936 0 99 0 00	GMS-CIRCULATING PUMP GASKETS
BALLEW, MICHAEL	98915	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
BAYES ACHIEVEMENT CE	98993	07/18/2019	19,518.53	226 A 00 1241 00 000 0 00 0 00	Bayes Achievement Center, Inc. .. July Invoice .. Residential Services for Ryan Ramshur & Candice Vincent ..
BAYES ACHIEVEMENT CE	98993	07/18/2019	200.00	226 A 00 1241 00 000 0 00 0 00	Bayes Achievement Center, Inc. .. July Invoice .. Residential Services for Ryan Ramshur & Candice Vincent ..
BAYES ACHIEVEMENT CE	98993	07/18/2019	19,673.53	226 A 00 1241 00 000 0 00 0 00	Bayes Achievement Center, Inc. .. July Invoice .. Residential Services for Ryan Ramshur & Candice Vincent ..
BAYES ACHIEVEMENT CE	98993	07/18/2019	100.00	226 A 00 1241 00 000 0 00 0 00	Bayes Achievement Center, Inc. .. July Invoice .. Residential Services for Ryan Ramshur & Candice Vincent ..
BECKMAN AUDIOLOGY, P	98994	07/18/2019	125.00	199 E 11 6299 00 872 0 23 0 00	Beckman Audiology .. Check/Repair Auditory Trainers for hearing impaired students ..
BELL FENCE MANUFACTU	98874	07/03/2019	199.80	199 E 51 6317 00 936 0 99 0 00	ARMORY-GATE INSTALL
BERGERON, MACIE	98995	07/18/2019	320.00	199 E 52 6219 01 877 0 99 0 00	SRO AT GMS ON 5/21
BILL CLARK PEST CONT	98958	07/11/2019	1,491.00	199 E 51 6299 00 936 0 99 0 00	HS-TERMITE TREATMENT
BILLEAUD, TRACIE	98916	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00	Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
BLACKBOARD INC	98959	07/11/2019	9,271.81	199 E 11 6399 53 874 0 11 0 00	Blackboard renewal
BLICK ART MATERIALS	98875	07/03/2019	-117.10	199 E 11 6399 00 041 0 11 0 00	Art Supplies - Eakin/Thibodeaux
BLICK ART MATERIALS	98875	07/03/2019	133.83	199 E 11 6399 00 041 0 11 0 00	Art supplies - Eakin/Thibodeaux
BOND, CLAYTON	99047	07/25/2019	75.00	199 E 41 6399 00 720 0 99 0 00	Decals for administrator books
BRITTAIN, CHRISTOPHE	98876	07/03/2019	480.00	499 E 61 6498 00 999 0 99 0 00	SUMMER REC WORKER 6/3-6/27
BROWN, JEAN	98996	07/18/2019	147.00	199 E 11 6412 00 699 0 25 0 00	ESL PreK-K Summer School Field Trip to Jean M Brown (Brown's Berry Farm)
BUMPER TO BUMPER AUT	98877	07/03/2019	29.49	199 E 34 6315 00 937 0 99 0 00	Bus parts
BUMPER TO BUMPER AUT	98877	07/03/2019	54.05	199 E 34 6315 00 937 0 99 0 00	Bus parts
BUMPER TO BUMPER AUT	98997	07/18/2019	22.49	199 E 34 6315 00 937 0 99 0 00	Accumulator for bus fleet
CARL JOHNSEN WHOLESA	98893	07/03/2019	264.17	199 E 11 6399 00 001 0 11 0 00	PLANT RENTAL
CARRILLO, CHELSEA	98878	07/03/2019	640.00	499 E 61 6498 00 999 0 99 0 00	SUMMER REC WORKER 6/3-6/27
CARTER, SAMUEL	98917	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19

VENDOR	CHECK CHECK		ACCOUNT										INVOICE
	NUMBER	DATE	AMOUNT	NUMBER									DESCRIPTION
CATES, BRIAN	98918	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
CDW GOVERNMENT	98879	07/03/2019	1,618.28	199 E 11 6399 00 874 0 11 0 00									amplifiers, APC, projectors, adapters
CDW GOVERNMENT	98960	07/11/2019	56.80	199 E 13 6399 00 872 0 23 0 00									CDW-G .. Quote #KRDN797 .. 10 USB Flash Drives - 8GB ..
CDW GOVERNMENT	99048	07/25/2019	1,033.14	199 E 53 6644 00 874 0 99 0 00									laptops
CDW GOVERNMENT	99048	07/25/2019	171.36	199 E 53 6644 00 874 0 99 0 00									laptops
CEJA, JOSE	98880	07/03/2019	520.00	499 E 61 6498 00 999 0 99 0 00									SUMMER REC WORKER 6/3-6/27
CHICK-FIL-A MIDCOUNT	98998	07/18/2019	376.50	199 E 13 6499 00 871 0 11 0 00									New Teacher Breakfast 8/2/2019
CLASSIC FORMS AND PR	98881	07/03/2019	243.60	199 E 31 6399 00 001 0 99 0 00									ENVELOPES
CLEMMONS, CASON	98882	07/03/2019	440.00	499 E 61 6498 00 999 0 99 0 00									SUMMER REC WORKER 6/3-6/27
COASTAL WELDING SUPP	98883	07/03/2019	40.27	199 E 51 6317 00 936 0 99 0 00									HS-TENNIS COURTS MAINTENANCE
COASTAL WELDING SUPP	98961	07/11/2019	109.87	199 E 51 6317 16 936 0 99 0 00									MD-SUPPLIES AND CYLINDER REFILLS FOR TRUCKS #37 AND #203
COASTAL WELDING SUPP	99049	07/25/2019	21.31	199 E 51 6317 00 936 0 99 0 00									MD-WELDING SHOP SUPPLIES
COASTAL WELDING SUPP	99049	07/25/2019	31.50	199 E 51 6317 00 936 0 99 0 00									MD-WELDING SHOP-MONTHLY CYLINDER RENTAL INVOICE
COBURN SUPPLY COMPAN	99050	07/25/2019	179.21	199 E 51 6317 17 936 0 99 0 00									GE-5TH GRADE WING-TOILET INSTALL
COBURN SUPPLY COMPAN	99050	07/25/2019	18.84	199 E 51 6317 16 936 0 99 0 00									HS AUDITORIUM-INSULATING NEW A/C LINE
COBURN SUPPLY COMPAN	99050	07/25/2019	102.29	199 E 51 6317 17 936 0 99 0 00									PNE, HS AUDITORIUM-GAS LINE REPAIRS
COLE, DONNA	98919	07/09/2019	205.00	199 E 13 6411 00 871 0 11 0 00									Meals=\$80.00, Gas/Parking=\$125.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
COURVILLE, STEVEN	98920	07/09/2019	641.00	199 E 36 6411 64 041 0 99 0 00									Meals=\$184.00, Gas/Parking=\$100.00, Hotel=\$357.00 (3 nights @ \$119.00 ea) Texas Band Masters in San Antonio, TX on 7/24-27/19
CUMMINS SOUTHERN PLA	98999	07/18/2019	1,938.03	199 E 34 6315 00 937 0 99 0 00									Diagnostics for bus shop
DATA RECOGNITION COR	99000	07/18/2019	965.25	199 E 11 6334 00 871 0 25 0 00									ESL State Required Testing
DATA RECOGNITION COR	99000	07/18/2019	2,029.45	199 E 11 6334 00 871 0 25 0 00									ESL State Required Testing
DENMAN, HANNAH	98884	07/03/2019	640.00	499 E 61 6498 00 999 0 99 0 00									SUMMER REC WORKER 6/3-6/27
DEPARTMENT OF INFORM	99051	07/25/2019	306.60	199 E 51 6259 11 936 0 99 0 00									Telecommunication Services from 06/01-06/30/19
DICKINSON HIGH SCHOO	99105	07/31/2019	300.00	199 E 36 6412 22 873 0 91 0 91									Registration/Entry Fee=\$300.00, HS Volleyball in Dickinson, TX on 8/15 & 17/19
DRAWHORN, SHERI - PE	98962	07/11/2019	43.56	199 E 41 6399 25 750 0 99 0 00									Petty Cash
DRAWHORN, SHERI - PE	98962	07/11/2019	345.06	199 E 34 6219 00 937 0 99 0 00									Reimbursement-Sheri Drawhorn
DRAWHORN, SHERI - PE	98962	07/11/2019	39.88	199 E 41 6411 00 750 0 99 0 00									Petty Cash
DRAWHORN, SHERI - PE	98962	07/11/2019	39.88	199 E 41 6411 00 750 0 99 0 00									Reimbursement-Sheri Drawhorn
DUDE SOLUTIONS, INC	99052	07/25/2019	7,947.45	199 E 11 6399 53 874 0 11 0 00									schooldude renewal
DUPUIS, LORIN	98921	07/09/2019	46.00	199 E 13 6411 00 104 0 11 0 00									Meals=\$46.00, 41st Annual Belle Blackwell Conf in

VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION
EAN HOLDINGS, LLC	98885	07/03/2019	259.48	199 E 23 6411 00 001 0 99 0 00	Cypress, TX on 7/24/19 RENT VEHICLE
EAN HOLDINGS, LLC	98885	07/03/2019	104.00	199 E 36 6412 52 001 0 99 0 00	RENT VEHICLE
EAN HOLDINGS, LLC	98885	07/03/2019	208.00	199 E 36 6412 52 001 0 99 0 00	RENT VEHICLE
EAN HOLDINGS, LLC	98885	07/03/2019	208.00	199 E 23 6411 00 001 0 99 0 00	RENT VEHICLE
EAN HOLDINGS, LLC	99001	07/18/2019	70.00	199 E 13 6411 60 001 0 31 0 00	Rental car-Werkheiser
EAN HOLDINGS, LLC	99001	07/18/2019	140.00	199 E 13 6411 60 001 0 31 0 00	Rental car-Burns
EAN HOLDINGS, LLC	99001	07/18/2019	297.00	199 E 36 6412 31 873 0 91 0 91	RENTAL VEHICLE FOR JERRY HONZA FOR GOLF 4/22-4/26-19
EASLEY, AARON	98922	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
EASLEY, AARON	98963	07/11/2019	25.00	199 E 51 6498 33 937 0 99 0 00	Reimbursement for P/S Permit to drive a bus
EDUCATIONAL ENTERPRI	99053	07/25/2019	155.00	199 E 11 6399 00 001 0 11 0 00	CHOIR MUSIC
EDUCATIONAL INNOVATI	98964	07/11/2019	33.99	199 E 11 6399 00 871 0 11 0 00	Dyslexia Instructional Materials
EDUCATORS DEPOT, INC	99054	07/25/2019	3,852.40	199 E 11 6399 00 874 0 11 0 00	whiteboards
EMERGENCY POWER SERV	99055	07/25/2019	452.88	199 E 51 6299 00 936 0 99 0 00	ADMINISTRATION BUILDING - SERVICE CALL - GENERATOR DID NOT START DURING OUTAGE
EMERY CARPET	99056	07/25/2019	178.97	199 E 51 6317 00 936 0 99 0 00	GE-FLOOR TILES
EMERY CARPET	99056	07/25/2019	2,899.00	199 E 51 6317 00 936 0 99 0 00	HS AUDITORIUM-MATERIALS TO INSTALL CARPET
ENTERGY	98886	07/03/2019	32,983.19	199 E 51 6259 12 936 0 99 0 00	Electrical service for PNGISD Account Number 133941385 from 05/09/19-06/06/19 Collective Bill
ENTERGY	98965	07/11/2019	18.87	199 E 51 6259 12 936 0 99 0 00	Electrical service for PNGISD Account Number 137557443 from 06/03/19-07/02/19
ENTERGY	99041	07/18/2019	559.48	199 E 51 6259 12 936 0 99 0 00	Electrical service for PNGISD Account Number 141937649 from 06/10-07/10/19
ENTERGY	99057	07/25/2019	67,307.94	199 E 51 6259 12 936 0 99 0 00	Electrical service for PNGISD Account Number 133941377 from 06/03/19-07/08/19 Collective Bill
ENTERPRISE FM TRUST	99002	07/18/2019	6,924.03	199 E 51 6269 00 936 0 99 0 00	LEASE VEHICLES FOR 07/01-07/31/19 - Consolidated Invoice
ENTERPRISE FM TRUST	99002	07/18/2019	2,463.51	199 E 34 6269 00 937 0 99 0 00	LEASE VEHICLES FOR 07/01-07/31/19 - Consolidated Invoice
ENTERPRISE FM TRUST	99002	07/18/2019	908.04	199 E 53 6269 00 874 0 99 0 00	LEASE VEHICLES FOR 07/01-07/31/19 - Consolidated Invoice
ETC LITE, LLC	98887	07/03/2019	771.08	199 E 41 6219 00 720 0 99 0 00	CODE DETERMINATION & CONSULTING (MONTHLY RATE)
FAIRCLOTH, BRANDON	98923	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
FASTENAL COMPANY	98966	07/11/2019	476.50	199 E 51 6317 00 936 0 99 0 00	MD-GATORADE FOR EMPLOYEES
FASTENAL COMPANY	98966	07/11/2019	-34.98	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT
FASTENAL COMPANY	98966	07/11/2019	34.98	199 E 51 6317 00 936 0 99 0 00	BLANKET ACCOUNT
FBS	201800039	07/25/2019	290.81	863 L 00 2159 47 000 0 00 0 00	Payroll accrual

VENDOR	CHECK CHECK		ACCOUNT							INVOICE
	NUMBER	DATE	AMOUNT	NUMBER						DESCRIPTION
FBS	201800039	07/25/2019	797.41	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	181.20	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	6,795.03	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	1,593.23	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	1,348.49	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	1,526.40	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	4,695.30	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	893.20	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	183.04	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	406.64	863 L 00 2159 45 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	2,027.37	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	43.33	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	51.99	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	26.00	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	34.67	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	17.33	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	34.67	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	117.80	863 L 00 2159 41 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	1,348.90	863 L 00 2159 43 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	216.90	863 L 00 2159 40 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	17,957.90	863 L 00 2159 00 000 0 00 0 06						Payroll accrual
FBS	201800039	07/25/2019	5,005.72	863 L 00 2159 40 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	894.06	863 L 00 2159 40 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	2,695.92	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	7,964.44	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	579.12	863 L 00 2159 40 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	4,947.17	863 L 00 2159 44 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	12,104.40	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	791.59	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FBS	201800039	07/25/2019	3,165.00	863 L 00 2159 47 000 0 00 0 00						Payroll accrual
FERGUSON, ROXANNE	98888	07/03/2019	221.97	199 E 11 6412 00 699 0 25 0 00						PreK-K ESL Summer School Field Trip
FERGUSON, ROXANNE	98924	07/09/2019	1,228.30	199 E 13 6411 00 871 0 11 0 00						Meals=\$80.00, Gas/Parking=\$200.00, Hotel=\$948.30 (6 Rooms, 6 Nights @ \$158.05 ea), Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
FLAGHOUSE INC	99003	07/18/2019	700.00	199 E 11 6399 00 871 0 11 0 00						CATCH program materials for K-8 Campuses
FONTENOT, DALE PETTY	99004	07/18/2019	60.53	199 E 11 6399 00 874 0 11 0 00						replenish petty cash
FONTENOT, DALE PETTY	99004	07/18/2019	77.84	199 E 53 6499 00 874 0 99 0 00						replenish petty cash
FONTENOT, DALE PETTY	99004	07/18/2019	78.80	199 E 53 6399 00 874 0 99 0 00						replenish petty cash
FONTENOT, DALE PETTY	99004	07/18/2019	28.31	199 E 52 6499 00 877 0 99 0 00						replenish petty cash
FRUGE, BRITTANY	99106	07/31/2019	936.00	199 E 36 6412 22 873 0 91 0 91						Meals=\$936.00 (15 Students w/6 meals ea & 3 Coaches w/6 meals ea), HS Volleyball in Dickinson, TX on 8/15 & 17/19
FRUGE, BRITTANY	99109	07/31/2019	1,494.00	199 E 36 6412 22 873 0 91 0 91						Meals=\$1494.00 (15 Students w/9 meals ea, 3 Coaches w/ 9 meals ea), Varsity 2019 Adidas John Turner Classic in Pearland, TX on 8/8-10/19
GASPARD, PAIGE	98925	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00						Meals=\$80.00, Scholastic Book Fairs Reading Summit in

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION
	NUMBER	DATE		NUMBER		
GENTILE CONSTRUCTION	98889	07/03/2019	116.15	199 E 51 6317 00 936 0 99 0 00		Austin, TX on 7/15-16/19 HS-MATERIALS TO BUILD DOUBLE GATES AROUND DUMPSTERS
GENWORTH LIFE INSURA	31804	07/25/2019	38.19	863 L 00 2159 00 000 0 00 0 00		Payroll accrual
GIL, KAITLYN	98890	07/03/2019	560.00	499 E 61 6498 00 999 0 99 0 00		SUMMER REC WORKER 6/3-6/27
GILL, KATY	98926	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00		Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
GIZZI, COLLIN	98927	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91		Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
GOMEZ, JULISSA	98891	07/03/2019	600.00	499 E 61 6498 00 999 0 99 0 00		SUMMER REC WORKER 6/3-6/27
GREATAMERICA FINANCI	99005	07/18/2019	788.62	199 E 11 6269 00 870 0 22 0 00		Standard payment for Kyocera TASKalfa 8052ci Copier System
GROVES, CITY OF	99058	07/25/2019	2,758.24	199 E 51 6259 10 936 0 99 0 00		WATER UTILITIES, 06/11/19-07/15/19
HAND2MIND, INC.	98967	07/11/2019	12.74	199 E 11 6399 00 871 0 11 0 00		Instructional Materials for Guided Math Workshop at PN-G on 6/24/2019
HAND2MIND, INC.	98967	07/11/2019	137.46	199 E 11 6399 00 871 0 11 0 00		Instructional Materials for Guided Math Workshop at PN-G on 6/24/2019
HAND2MIND, INC.	98967	07/11/2019	360.96	199 E 11 6399 00 871 0 11 0 00		Instructional Materials for Guided Math Workshop at PN-G on 6/24/2019
HAND2MIND, INC.	99059	07/25/2019	2,974.80	199 E 11 6399 00 101 0 11 0 00		Guided Math
HAYES SOFTWARE SYSTE	99042	07/18/2019	3,140.00	199 E 11 6399 00 871 0 11 0 00		TIPWeb Software Renewal (Textbook Tracking)
HEAVY DUTY BUS PARTS	99006	07/18/2019	1,030.09	199 E 34 6315 00 937 0 23 0 00		Bus parts for all buses
HEAVY DUTY BUS PARTS	99006	07/18/2019	1,030.08	199 E 34 6315 00 937 0 99 0 00		Bus parts for all buses
HERITAGE FOOD SERVIC	98968	07/11/2019	203.64	199 E 51 6317 00 936 0 99 0 00		PNMS-KITCHEN-OVEN PARTS
HERNANDEZ OFFICE SOL	98970	07/11/2019	8.94	199 E 41 6269 00 701 0 99 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	9.27	199 E 41 6269 00 720 0 99 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	25.11	199 E 41 6269 00 750 0 99 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	196.60	199 E 23 6269 00 001 0 99 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	51.46	199 E 13 6269 00 872 0 23 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	531.94	199 E 11 6269 00 870 0 22 0 00		CONTRACT OVERAGE CHARGE FOR THE 4/01-6/30/19 OVERAGE PERIOD
HERNANDEZ OFFICE SOL	98970	07/11/2019	1,753.19	199 E 11 6269 00 001 0 11 0 00		CONTRACT BASE RATE CHARGE FOR 06/30-07/01/19
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 11 6269 00 002 0 11 0 00		CONTRACT BASE RATE CHARGE FOR 06/30-07/01/19
HERNANDEZ OFFICE SOL	98970	07/11/2019	779.20	199 E 11 6269 00 041 0 11 0 00		CONTRACT BASE RATE CHARGE FOR 06/30-07/01/19
HERNANDEZ OFFICE SOL	98970	07/11/2019	779.20	199 E 11 6269 00 042 0 11 0 00		CONTRACT BASE RATE CHARGE FOR

VENDOR	CHECK CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION
	NUMBER	DATE		NUMBER		
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 101 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 102 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 103 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 104 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 105 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	389.60	199 E 11 6269 00 107 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	7.91	240 E 35 6269 00 938 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	7.91	199 E 36 6269 00 873 0 91 0 91	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	17.22	199 E 41 6269 00 750 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 041 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 042 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 101 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 102 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 103 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 104 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 105 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 23 6269 00 107 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 13 6269 00 001 0 11 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	35.55	199 E 31 6269 00 001 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	17.22	199 E 23 6269 00 001 0 99 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	98970	07/11/2019	17.01	199 E 13 6269 00 872 0 23 0 00	06/30-07/01/19	CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	141.12	199 E 11 6399 00 001 0 11 0 00		TEACHER SUPPLIES
HERNANDEZ OFFICE SOL	99008	07/18/2019	83.99	199 E 23 6399 00 001 0 99 0 00		TEACHER SUPPLIES
HERNANDEZ OFFICE SOL	99008	07/18/2019	1,722.33	199 E 11 6269 00 001 0 11 0 00		CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 11 6269 00 002 0 11 0 00		CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	765.48	199 E 11 6269 00 041 0 11 0 00		CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	765.48	199 E 11 6269 00 042 0 11 0 00		CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 101 0 11 0 00		CONTRACT BASE RATE CHARGE FOR
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 102 0 11 0 00		CONTRACT BASE RATE CHARGE FOR

VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	DESCRIPTION
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 103 0 11 0 00	07/01-07/31/19 CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 104 0 11 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 105 0 11 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	382.74	199 E 11 6269 00 107 0 11 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	7.77	240 E 35 6269 00 938 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	7.77	199 E 36 6269 00 873 0 91 0 91	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	16.92	199 E 41 6269 00 750 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 041 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 042 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 101 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 102 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 103 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 104 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 105 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 23 6269 00 107 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 13 6269 00 001 0 11 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	34.92	199 E 31 6269 00 001 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	16.92	199 E 23 6269 00 001 0 99 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HERNANDEZ OFFICE SOL	99008	07/18/2019	16.77	199 E 13 6269 00 872 0 23 0 00	CONTRACT BASE RATE CHARGE FOR 07/01-07/31/19
HIGGINS, MISTY	99060	07/25/2019	13.30	199 E 13 6399 00 872 0 23 0 00	MISTY HIGGINS .. (Daviss Donut & Deli) Purchase of breakfast foods for "Mediation" meeting held on 7/16/19..
HOUGHTON MIFFLIN COM	99009	07/18/2019	1,275.00	199 E 11 6399 00 871 0 11 0 00	easyCBM Intervention Program for Elementary
HOUGHTON MIFFLIN COM	99009	07/18/2019	2,520.00	410 E 11 6321 00 999 0 11 0 00	ELAR Adoption K-8
HOUGHTON MIFFLIN HAR	99010	07/18/2019	1,801.25	199 E 11 6399 00 871 0 11 0 00	Purchase of HMH Into Reading K-5 TX 2020 for SPED and Title Teachers
INTERNAL REVENUE	0	07/26/2019	37,215.93	863 L 00 2152 00 000 0 00 0 00	Payroll accrual
INTERNAL REVENUE	0	07/26/2019	203,964.15	863 L 00 2151 00 000 0 00 0 00	Payroll accrual
INTERNAL REVENUE	0	07/26/2019	9,326.49	863 L 00 2151 00 000 0 00 0 00	Payroll accrual
INTERNAL REVENUE	0	07/26/2019	37,215.93	863 L 00 2152 00 000 0 00 0 00	Payroll accrual
INTERNAL REVENUE	0	07/26/2019	14.23	863 L 00 2152 00 000 0 00 0 00	Payroll accrual
INTERNAL REVENUE	0	07/26/2019	23.93	863 L 00 2151 00 000 0 00 0 00	Payroll accrual

VENDOR	CHECK CHECK		ACCOUNT										INVOICE	
	NUMBER	DATE	AMOUNT	NUMBER									DESCRIPTION	
INTERNAL REVENUE	0	07/26/2019	14.23	863	L	00	2152	00	000	0	00	0	00	Payroll accrual
INTERSTATE BILLING S	98971	07/11/2019	181.80	199	E	34	6315	00	937	0	23	0	00	Bus parts
INTERSTATE BILLING S	98971	07/11/2019	560.10	199	E	34	6315	00	937	0	99	0	00	Bus parts
JOHNNIE ON THE SPOT	98892	07/03/2019	18.00	199	E	51	6317	00	936	0	99	0	00	MD-PORTABLE RESTROOM
JORDAN, DANA	98928	07/09/2019	80.00	199	E	13	6411	00	871	0	11	0	00	Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
KAPLAN EARLY LEARNIN	98972	07/11/2019	100.00	199	E	11	6399	00	111	0	32	0	00	PreK Smart Rug Upgrade
KARCZEWSKI BRADSHAW	99011	07/18/2019	1,406.25	199	E	41	6211	09	701	0	99	0	00	Legal Matters - May 2019 Invoice #13773
KENDRICK, DAVID	98929	07/09/2019	106.00	199	E	36	6411	18	873	0	91	0	91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/2-23/19
KERSEY, KATINA	98930	07/09/2019	205.00	199	E	13	6411	00	871	0	11	0	00	Meals=\$80.00, Gas/Parking=\$125.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
KYOCERA DOCUMENT SOL	98974	07/11/2019	1,292.85	199	E	11	6269	00	001	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	71.43	199	E	11	6269	00	002	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	735.72	199	E	11	6269	00	041	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	735.72	199	E	11	6269	00	042	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	101	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	102	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	103	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	104	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	105	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6 TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers
KYOCERA DOCUMENT SOL	98974	07/11/2019	385.71	199	E	11	6269	00	107	0	11	0	00	16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6



VENDOR	CHECK CHECK		ACCOUNT		INVOICE
	NUMBER	DATE	AMOUNT	NUMBER	
KYOCERA DOCUMENT SOL	98974	07/11/2019	78.58	199 E 23 6269 00 107 0 99 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	71.43	199 E 13 6269 00 001 0 11 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	71.43	199 E 31 6269 00 001 0 99 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	78.58	199 E 34 6269 00 937 0 99 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	142.85	199 E 23 6269 00 001 0 99 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	121.43	199 E 13 6269 00 872 0 23 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
KYOCERA DOCUMENT SOL	98974	07/11/2019	85.71	199 E 12 6269 00 041 0 11 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers 16 TASKalfa 5002i B/W copiers 22 7002I B/W copiers 6
L&W SUPPLY CORPORATI	99061	07/25/2019	26.38	199 E 51 6317 18 936 0 99 0 00	TASKalfa 8002i B/W copiers 5 TASKalfa 5052ci Color copiers GE-INSTALLING NEW COMPUTER LAB DOOR **FIRE MARSHALL'S LIST**
LARUE, DANA	98931	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00	Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
LEBLANC, VICTORIA	99107	07/31/2019	66.00	199 E 13 6411 00 041 0 11 0 00	Reimbursement of meals for day extra stay, Bard & Breakfast Educator Workshop 2019 in Kilgore, TX on 6/27-30/19
LEWIS, ANGELA	98932	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00	Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
LINA	31805	07/25/2019	13.93	863 L 00 2159 00 000 0 00 0 00	Payroll accrual
LOWE'S	98894	07/03/2019	43.19	199 E 51 6317 00 936 0 99 0 00	GE-MATERIALS TO REPAIR FLOOR TILES
LOWE'S	99012	07/18/2019	499.00	199 E 11 6399 00 105 0 11 0 00	REFRIGERATOR FOR LOUNGE
LOWE'S	99063	07/25/2019	430.32	199 E 51 6639 00 936 0 99 0 00	MD-BREAK ROOM REFRIGERATOR
LOWE'S	99063	07/25/2019	420.50	199 E 51 6639 00 936 0 99 0 00	MD-WELDING SHOP EQUIPMENT
LOWE'S	99063	07/25/2019	241.14	199 E 51 6317 18 936 0 99 0 00	HS AUDITORIUM-MATERIALS TO INSTALL SOUND PANELS
LOWE'S	99063	07/25/2019	159.91	199 E 51 6317 18 936 0 99 0 00	GE-MATERIALS TO INSTALL NEW COMPUTER LAB DOOR **FIRE MARSHALL'S LIST**
LOWE'S	99063	07/25/2019	37.51	199 E 51 6317 00 936 0 99 0 00	GE-FLOOR TILE GLUE

VENDOR	CHECK CHECK		ACCOUNT										INVOICE
	NUMBER	DATE	AMOUNT	NUMBER									DESCRIPTION
LOWE'S	99063	07/25/2019	50.57	199 E 51 6317 00 936 0 99 0 00									WC-PANDUIT REPAIR
LUNCEFORD, ABBY	98895	07/03/2019	480.00	499 E 61 6498 00 999 0 99 0 00									SUMMER REC WORKER 6/3-6/27
LUTTRULL, CHAD	98933	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
MACKIN BOOK COMPANY	99013	07/18/2019	284.94	199 E 11 6325 00 041 0 25 0 00									Bilingual/Special Language Books
MACKIN BOOK COMPANY	99013	07/18/2019	48.09	199 E 11 6325 00 041 0 11 0 00									List of Student Requested books
MAGIC WASH & LUBE L.	99014	07/18/2019	36.00	199 E 51 6315 00 937 0 99 0 00									Washing of white fleet cars
MARKET BASKET #17	98977	07/11/2019	21.76	199 E 41 6499 00 702 0 99 0 00									Refreshments for Board meeting (June 10, 2019)
MARKET BASKET #17	98977	07/11/2019	15.44	199 E 11 6399 00 872 0 23 0 00									Market Basket .. Blanket Purchase Order .. Snacks etc for Special Ed..
MARKET BASKET #17	98977	07/11/2019	10.50	199 E 51 6317 00 936 0 99 0 00									PNMS-KITCHEN-OVEN PARTS
MARKET BASKET #17	98977	07/11/2019	21.04	199 E 51 6317 00 936 0 99 0 00									DW-CUSTODIAN SUPPLIES FOR CLEANING MACHINES
MARKET BASKET #17	98977	07/11/2019	12.95	199 E 51 6317 00 936 0 99 0 00									DW-CUSTODIAN SUPPLIES FOR CLEANING MACHINES
MARKET BASKET #17	98977	07/11/2019	43.38	199 E 11 6399 00 872 0 23 0 00									Market Basket .. Blanket Purchase Order .. Snacks etc for Special Ed..
MATERA PAPER COMPANY	98896	07/03/2019	564.48	199 E 51 6316 00 001 0 99 0 00									CUSTODIAL SUPPLIES
MATERA PAPER COMPANY	99064	07/25/2019	34.13	199 E 51 6316 00 101 0 99 0 00									WGEC-CUSTODIAL SUPPLIES
MATERA PAPER COMPANY	99064	07/25/2019	182.03	199 E 51 6316 00 871 0 99 0 00									WGEC-CUSTODIAL SUPPLIES
MATERA PAPER COMPANY	99064	07/25/2019	134.00	199 E 51 6317 00 936 0 99 0 00									ALL ELEMENTARIES AND MIDDLE SCHOOLS-CUSTODIAL SUPPLIES
MATERA PAPER COMPANY	99064	07/25/2019	257.96	199 E 51 6316 00 101 0 99 0 00									GE-CUSTODIAL SUPPLIES QUOTE QH18263
MAYFIELD, REGAN	98934	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/2-23/19
MCAFEE, KELLY	98935	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00									Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
MEDLOCK, PETER	98936	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
MEDLOCK, PETER	99108	07/31/2019	39.20	199 E 36 6411 18 873 0 91 0 91									Reimbursement for Gas=\$39.20, George DeLeon OL Clinic in Waco, TX on 6/7-8/19
MILLS, DARLENE	99065	07/25/2019	149.06	199 E 11 6411 00 870 0 22 0 00									DARLENE MILLS - COORDINATORS MARCH 2019 TRAVEL 257 MILES @ \$0.58 PER MILE REIMBURSEMENT
MILLS, DARLENE	99065	07/25/2019	128.18	199 E 11 6411 00 870 0 22 0 00									DARLENE MILLS - COORDINATORS APRIL 2019 TRAVEL 221 MILES @ \$0.58 PER MILE REIMBURSEMENT
MIRE, DAVID	98937	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
NATIONAL BENEFIT SER	201800040	07/25/2019	18,931.00	863 L 00 2159 00 000 0 00 0 09									Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	268.00	863 L 00 2159 00 000 0 00 0 09									Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	2,345.00	863 L 00 2159 00 000 0 00 0 09									Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	1,650.00	863 L 00 2159 00 000 0 00 0 09									Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	2,145.00	863 L 00 2159 00 000 0 00 0 09									Payroll accrual

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NATIONAL BENEFIT SER	201800040	07/25/2019	50.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	2,179.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	1,585.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	1,975.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	650.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	210.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	500.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	1,750.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL BENEFIT SER	201800040	07/25/2019	300.00	863	L	00	2159	00	000	0	00	0	09	Payroll accrual
NATIONAL NETWORKS, L	98978	07/11/2019	99.00	199	E	51	6249	00	874	0	99	0	00	get static IP information
NATIONAL SCOREBOARD	99066	07/25/2019	570.00	199	E	51	6299	00	936	0	99	0	00	HS-ANNUAL SCOREBOARD INSPECTIONS
NATIONAL SCOREBOARD	99066	07/25/2019	695.00	199	E	51	6299	00	936	0	99	0	00	PNMS,GMS-ANNUAL SCOREBOARD INSPECTIONS
NEDERLAND ISD	98979	07/11/2019	15,428.66	199	E	11	6219	21	872	0	23	0	00	Nederland ISD .. 2018-19 Spring Semester..Proportionate Shares of VI Teacher & Aide Salaries/Benefits .. Suzie Tweedel + Jenny Merchant..
NEEB, AMY	99043	07/23/2019	736.00	199	E	13	6411	60	001	0	31	0	00	Meals=\$156.00, Gas/Parking=\$200.00, Hotel=\$380.00 (4 nights @ \$95.00 each), AP History Workshop in San Antonio, TX on 7/29/19-8/2/19
NELSON, JAYCE	98938	07/09/2019	106.00	199	E	36	6411	18	873	0	91	0	91	Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
NICHOLS, CLINT	98939	07/09/2019	1,687.04	199	E	52	6411	00	877	0	99	0	00	Meals=\$184.00, Gas/Parking=\$104.64, Hotel=\$1,398.40 (4 nights @ \$349.60 ea), TCOLE Course 41501 in Galveston, TX on 7/15-19/19
NOVICH, BRITTANY	98940	07/09/2019	205.00	199	E	13	6411	00	871	0	11	0	00	Meals=\$80.00, Gas/Parking=\$125.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19
OCCUPATIONAL MEDICAL	99016	07/18/2019	1,300.00	199	E	34	6219	00	937	0	99	0	00	DOT physicals for the 2019-2020 school year: Karen Anderson/Aimee Bates/Samara Bean/Aaron Begnaud/Darren Bell/Brian Cates/Donna Cole/Barbara Comeaux/Ashley Corcoran/Kayla Gallardo/Tara Gay/Kevin Hilton/Adriann Martin/Chester "Chuck" Minshew/Kara Skinner/Shelby Snider/Connie Swope/Joshua Tanner/Roy Vergara/Robin Wilson
OFFICE DEPOT	99067	07/25/2019	76.16	199	E	51	6317	00	936	0	99	0	00	MD-OFFICE SUPPLIES
OFFICE DEPOT	99067	07/25/2019	259.99	199	E	51	6639	00	936	0	99	0	00	MD-OFFICE CHAIR
PAX SUPPLY	99068	07/25/2019	530.00	199	E	51	6317	16	936	0	99	0	00	GE-HVAC CHILLER PARTS

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PAX SUPPLY	99068	07/25/2019	364.00	199 E 51 6317 00 936 0 99 0 00								HS GYM-BLEACHER POWER ASSISTANT	
PAX SUPPLY	99068	07/25/2019	109.58	199 E 51 6317 16 936 0 99 0 00								ALTERNATIVE CAMPUS-SUMP PUMPS	
PAX SUPPLY	99068	07/25/2019	54.79	199 E 51 6317 16 936 0 99 0 00								ALTERNATIVE CAMPUS-HVAC REPAIRS	
PEARLAND HIGH SCHOOL	99110	07/31/2019	500.00	199 E 36 6412 22 873 0 91 0 91								Registration/Entry Fee for Varsity 2019 Adidas John Turner Classic in Pearland, TX on 8/8-10/19	
PEARSON EDUCATION	99017	07/18/2019	749.91	410 E 11 6321 00 999 0 11 0 00								Social Studies Gr. 5 Teacher Editions	
PERRY'S MUSIC	99069	07/25/2019	297.00	199 E 11 6399 00 001 0 11 0 00								CHOIR MICROPHONES	
PIONEER MFG	99070	07/25/2019	1,067.80	199 E 51 6317 00 936 0 99 0 00								DW-PARKING LOT STRIPING PAINT PO9052	
PIPPIN, TYLER	98897	07/03/2019	360.00	499 E 61 6498 00 999 0 99 0 00								SUMMER REC WORKER 6/3-6/27	
PITNEY BOWES INC.	98980	07/11/2019	407.67	199 E 41 6399 26 750 0 99 0 00								Leasing Charges-Open PO	
PITNEY BOWES INC.	99071	07/25/2019	101.74	199 E 41 6399 26 750 0 99 0 00								POSTAGE - Ink Refill Cartridge for Postage Meter	
PNGISD - VERIZON REI	31797	07/25/2019	1,118.87	863 L 00 2159 48 000 0 00 0 00								Payroll accrual	
PORT ARTHUR, CITY OF	98898	07/03/2019	732.65	199 E 51 6259 10 936 0 99 0 00								Water Utilities, Acct. #51951-89776, 05/08-06/26	
PORT NECHES, CITY OF	98899	07/03/2019	2,385.95	199 E 51 6259 10 936 0 99 0 00								WATER UTILITIES, 05/15/19-06/14/19	
PORT NECHES, CITY OF	99018	07/18/2019	672.97	199 E 51 6259 10 936 0 99 0 00								WATER UTILITIES, 05/24/19-06/24/19	
PORT NECHES, CITY OF	99072	07/25/2019	238.12	199 E 51 6259 10 936 0 99 0 00								WATER UTILITIES, 06/05/19-07/05/19	
PORT NECHES-GROVES I	31798	07/25/2019	29.87	863 L 00 2159 00 000 0 00 0 00								Payroll accrual	
POWELL, YOUNGBLOOD &	98900	07/03/2019	142.50	199 E 41 6211 09 701 0 99 0 00								legal services for May 23, 2019 (invoice #410)	
POWELL, YOUNGBLOOD &	98900	07/03/2019	4,725.50	199 E 41 6211 09 701 0 99 0 00								legal services for May 2019 (invoice #411) Special Education	
POWELL, YOUNGBLOOD &	99019	07/18/2019	2,516.00	199 E 41 6211 09 701 0 99 0 00								legal services for May 2019 (invoice #412) General Matters	
PRIDGEN, JONATHAN	98941	07/09/2019	692.00	199 E 36 6411 64 041 0 99 0 00								Meals=\$184.00, Gas/Parking=\$100.00, Hotel=\$408.00, Texas Band Master in San Antonio, TX on 7/24-27/19	
QUILL LLC	98981	07/11/2019	131.94	199 E 34 6399 00 937 0 99 0 00								Office supplies	
RALPH'S	99073	07/25/2019	676.20	199 E 51 6317 00 936 0 99 0 00								GMS, PNMS - FIRE PANEL BATTERIES	
RENAISSANCE LEARNING	99024	07/18/2019	6,584.88	199 E 11 6399 00 871 0 11 0 00								2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	6,584.88	199 E 11 6399 00 871 0 11 0 00								2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	7,420.19	199 E 11 6399 00 871 0 11 0 00								2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	

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RENAISSANCE LEARNING	99024	07/18/2019	7,541.44	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	6,104.40	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	7,420.19	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	6,571.44	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	6,571.44	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	7,541.44	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	1,800.00	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
RENAISSANCE LEARNING	99024	07/18/2019	1,235.00	199 E 11 6399 00 871 0 11 0 00					2019-2020 Renewal of STAR Reading, STAR Math, Accelerated Reader, & STAR Early Literacy	
REYES, HELEN	99025	07/18/2019	225.00	199 E 11 6299 00 872 0 23 0 00					Helen Reyes, MS, CCC/SLP .. Summer Speech Therapy students sessions per parents requests .. A. Hardin .. I. Rooney ..	
RITTER LUMBER	99074	07/25/2019	75.90	199 E 51 6317 00 936 0 99 0 00					GMS-GASKET MATERIAL FOR DOORS	
ROGERS, GRANT	98901	07/03/2019	440.00	499 E 61 6498 00 999 0 99 0 00					SUMMER REC WORKER 6/3-6/27	
S & S SPRINKLER COMP	99075	07/25/2019	2,000.00	199 E 51 6299 00 936 0 99 0 00					BLANKET ACCOUNT	
SAMARITANS COUNSELIN	99026	07/18/2019	400.00	289 E 31 6219 01 871 8 11 0 00					Samaritan Counseling for June	
SANFORD, JACOB	98942	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91					Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/2-23/19	
SEBCO BOOKS	99027	07/18/2019	30.22	199 E 12 6329 00 104 0 11 0 00					Sebco 2x2 list order	
SECURITY BENEFIT LIF	31799	07/25/2019	4,514.33	863 L 00 2159 00 000 0 00 0 09					Payroll accrual	
SEGURA, KANE	98943	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91					Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
SEGURA, KYLER	98944	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91					Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
SERNA, RICARDO	98945	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91					Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
SETZER HARDWARE	99076	07/25/2019	21.75	199 E 51 6317 17 936 0 99 0 00					HS FOOTBALL	

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	NUMBER	DATE		NUMBER			
SHERWIN WILLIAMS CO	99077	07/25/2019	104.75	199 E 51 6317 00 936 0 99 0 00		STADIUM-CONNECTIONS FOR PRESSURE PUMP	
SIERRA SPRING WATER	98902	07/03/2019	175.07	199 E 41 6399 25 750 0 99 0 00		HS, PNMS-SPACKLE, PAINT, AND SUPPLIES	
SKINNER, ZACHARY	98946	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91		Water Service-Open PO Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/2-23/19	
SMART'S TRUCK & TRAI	98982	07/11/2019	308.62	199 E 34 6315 00 937 0 99 0 00		Parts for Bus #52	
SMART'S TRUCK & TRAI	98982	07/11/2019	247.39	199 E 34 6315 00 937 0 23 0 00		Parts for white and yellow fleet	
SMART'S TRUCK & TRAI	98982	07/11/2019	247.39	199 E 34 6315 00 937 0 99 0 00		Parts for white and yellow fleet	
SMART'S TRUCK & TRAI	98982	07/11/2019	99.00	199 E 51 6315 00 937 0 99 0 00		Parts for white and yellow fleet	
SMART'S TRUCK & TRAI	99029	07/18/2019	662.80	199 E 34 6315 00 937 0 99 0 00		parts for bus 87	
SMART'S TRUCK & TRAI	99029	07/18/2019	39.37	199 E 34 6315 00 937 0 99 0 00		parts for bus 87	
SMART'S TRUCK & TRAI	99029	07/18/2019	166.18	199 E 34 6315 00 937 0 99 0 00		parts for bus 87	
SMART'S TRUCK & TRAI	99029	07/18/2019	308.72	199 E 34 6315 00 937 0 99 0 00		parts for bus 87	
SMART'S TRUCK & TRAI	99029	07/18/2019	157.65	199 E 34 6315 00 937 0 99 0 00		Air filters for yellow fleet	
SMART'S TRUCK & TRAI	99029	07/18/2019	404.93	199 E 34 6315 00 937 0 99 0 00		parts for white/yellow fleet	
SMART'S TRUCK & TRAI	99029	07/18/2019	59.95	199 E 51 6315 00 937 0 99 0 00		parts for white/yellow fleet	
SMART'S TRUCK & TRAI	99029	07/18/2019	-27.21	199 E 34 6315 00 937 0 23 0 00		Bus fleet parts	
SMART'S TRUCK & TRAI	99029	07/18/2019	-27.21	199 E 34 6315 00 937 0 99 0 00		Bus fleet parts	
SMART'S TRUCK & TRAI	99029	07/18/2019	-126.98	199 E 34 6315 00 937 0 99 0 00		Dryer for bus 87	
SMITH, CHRISTIAN	98947	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91		Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
SOUTHERN TIRE MART,	98983	07/11/2019	264.98	199 E 34 6315 00 937 0 23 0 00		Tires for buses 59, 68, 69, 110	
SOUTHERN TIRE MART,	98983	07/11/2019	264.98	199 E 34 6315 00 937 0 99 0 00		Tires for buses 59, 68, 69, 110	
SPECIALIZED ASSESME	98984	07/11/2019	425.00	199 E 11 6219 21 872 0 23 0 00		Specialized Assessment & Consulting .. Students counseling services 5/16/19 ..	
SPECIALIZED ASSESME	99030	07/18/2019	1,274.37	224 E 11 6219 00 872 9 23 0 00		Specialized Assessment & Consulting .. Bilingual Psych Assessment ..	
SPIDLE & SPIDLE, INC	98903	07/03/2019	3,817.44	199 E 34 6311 00 937 0 99 0 00		Invoice #163298 for diesel	
STAR2STAR COMMUNICAT	99078	07/25/2019	1,583.85	199 E 51 6259 11 936 0 99 0 00		FIBER OPTIC/COMMUNICATION SERVICES HIGH SCHOOL FROM 07/16-08/15/19 PNMS FROM 07/13-08/12/19 GMS FROM 07/11-08/10/19	
STERICYCLE, INC.	98985	07/11/2019	266.82	199 E 52 6399 00 877 0 99 0 00		waste collection	
SWICEGOOD MUSIC COMP	99087	07/25/2019	4,155.00	199 E 11 6649 64 001 0 99 0 00		BAND INSTRUMENTS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	125.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	20.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	95.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	35.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	110.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	35.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	15.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	85.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	
SWICEGOOD MUSIC COMP	99087	07/25/2019	65.00	199 E 11 6249 64 001 0 11 0 00		BAND REPAIRS	



VENDOR	CHECK CHECK		ACCOUNT							INVOICE
	NUMBER	DATE	AMOUNT	NUMBER					DESCRIPTION	
TEACHER RETIREMENT S	0	07/05/2019	19,329.74	863 L 00 2159 00 000 0 00 0 00					Payroll accrual	
TEACHER RETIREMENT S	0	07/05/2019	179,830.00	863 L 00 2159 00 000 0 00 0 00					Payroll accrual	
TEACHER RETIREMENT S	0	07/05/2019	59,120.43	199 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	4,436.47	211 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	4,463.30	224 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	200.65	225 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	8,006.05	240 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	673.61	255 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER RETIREMENT S	0	07/05/2019	334.47	289 L 00 2155 00 000 0 00 0 00					TRS matching -- from JE Batch Number ZT190601	
TEACHER SYNERGY, LLC	99032	07/18/2019	524.83	199 E 11 6399 00 104 0 25 0 00					ESL SUPPLIES-BROUSSARD	
TEMPLIN, DUSTIN	98948	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91					Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19	
TEPSA	99089	07/25/2019	389.00	199 E 13 6495 00 871 0 11 0 00					2019-2020 TEPSA Dues for Administrators	
TEPSA	99089	07/25/2019	389.00	199 E 13 6495 00 871 0 11 0 00					2019-2020 TEPSA Dues for Administrators	
TEPSA	99089	07/25/2019	389.00	199 E 13 6495 00 871 0 11 0 00					2019-2020 TEPSA Dues for Administrators	
TEPSA	99089	07/25/2019	374.00	199 E 13 6411 00 871 0 11 0 00					TEPSA Summer Conference Registration	
TEPSA	99089	07/25/2019	374.00	199 E 13 6411 00 871 0 11 0 00					TEPSA Summer Conference Registration	
TEPSA	99089	07/25/2019	624.00	199 E 41 6399 00 720 0 99 0 00					Dues	
TEXAS AFT/PEG	31794	07/25/2019	16.50	863 L 00 2159 00 000 0 00 0 00					Payroll accrual	
TEXAS FIRE AND COMMU	99033	07/18/2019	140.00	199 E 11 6249 00 874 0 11 0 00					repair door issues	
TEXAS GAS SERVICE	98986	07/11/2019	110.58	199 E 51 6259 13 936 0 99 0 00					GAS SERVICE, 05/28/19-06/26/19	
TEXAS GAS SERVICE	98986	07/11/2019	136.23	199 E 51 6259 13 936 0 99 0 00					GAS SERVICE, 05/28/19-06/26/19	
TEXAS GAS SERVICE	99034	07/18/2019	113.80	199 E 51 6259 13 936 0 99 0 00					GAS SERVICE, 06/06/19-07/08/19	
TEXAS GAS SERVICE	99034	07/18/2019	1,858.64	199 E 51 6259 13 936 0 99 0 00					GAS SERVICE, 06/04/19-07/01/19	
TEXAS GAS SERVICE	99034	07/18/2019	627.39	199 E 51 6259 13 936 0 99 0 00					GAS SERVICE, 05/29/19-06/27/19	
TEXAS GUARANTEED	31800	07/25/2019	129.90	863 L 00 2159 00 000 0 00 0 00					Payroll accrual	
TEXAS STATE BILLING	99090	07/25/2019	5,132.77	199 E 11 6219 21 872 0 23 0 00					Texas State Billing Services (TSBS) .. Billing for filing SHARS claims.. Inv #20124 ..	
TEXAS STEAM & INSTRU	99091	07/25/2019	291.38	199 E 51 6317 17 936 0 99 0 00					HS-ALL GYMS-DOMESTIC BOILER REPAIRS	
TEXAS TECH UNIVERSIT	99035	07/18/2019	50.00	199 E 11 6334 00 871 0 11 0 00					Credit By Exam Testing - Bulk Ordering	
THE LITTLETON GROUP	98975	07/11/2019	300.00	753 E 33 6429 00 999 0 99 0 00					Worker's Comp Payments from 6/30/19	
THE LITTLETON GROUP	98975	07/11/2019	25.00	753 E 33 6429 00 999 0 99 0 00					Worker's Comp Payments from 6/06/19	
THYSSENKRUPP ELEVATO	98987	07/11/2019	1,566.43	199 E 51 6299 00 936 0 99 0 00					BLANKET ACCOUNT	

VENDOR	CHECK CHECK		ACCOUNT										INVOICE
	NUMBER	DATE	AMOUNT	NUMBER								DESCRIPTION	
TIME WARNER COMM	98904	07/03/2019	1,816.16	199 E 51 6259 00 874 0 99 0 00								BUSINESS INTERNET FROM 06/20-07/19/19, 5840 W. Jefferson St.	
TIME WARNER COMM	98904	07/03/2019	129.98	199 E 51 6259 00 874 0 99 0 00								BUSINESS INTERNET FROM 5/27-7/26/19, 1810 PORT NECHES AVE. (AEC)	
TIME WARNER COMM	98988	07/11/2019	1,362.20	199 E 51 6259 00 874 0 99 0 00								BUSINESS INTERNET FROM 6/16-6/15/19, 1401 MERRIMAN ST	
TIME WARNER COMM	99036	07/18/2019	138.06	199 E 51 6259 00 874 0 99 0 00								BUSINESS INTERNET FROM 07/05/19-08/04/19, 606 Avenue C, Armory, Port Neches	
TOBIAS, MICHAEL	98949	07/09/2019	113.60	199 E 36 6412 52 001 0 99 0 00								Reimbursement for Gas/Parking=\$86.42, Hotel=\$27.18 for the UIL ICPC Summer Workshop in Austin, TX on 6/14-16/19	
TOBIAS, MICHAEL	98950	07/09/2019	308.00	199 E 36 6412 52 001 0 99 0 00								Meals=\$308.00 (2 Students w/2 meals ea, 2 Sponsors w/9 meals ea), Balfour HS Communications Workshop in College Station, TX on 7/19-21/19	
TOBIAS, MICHAEL	98950	07/23/2019	-308.00	199 E 36 6412 52 001 0 99 0 00								Meals=\$308.00 (2 Students w/2 meals ea, 2 Sponsors w/9 meals ea), Balfour HS Communications Workshop in College Station, TX on 7/19-21/19	
TOTAL SPECIAL EDUCAT	99092	07/25/2019	1,000.00	199 E 11 6219 21 872 0 23 0 00								Total Special Education Solutions, LLC .. Psychological Evaluation Services ..	
TRI CITY COFFEE SERV	98905	07/03/2019	79.40	199 E 13 6499 00 871 0 11 0 00								Coffee Supplies for Staff Development	
TRI CITY COFFEE SERV	98905	07/03/2019	6.39	199 E 13 6499 00 871 0 11 0 00								Tri-City Coffee Purchase Order	
TRI CITY COFFEE SERV	98905	07/03/2019	6.39	240 E 35 6399 00 938 0 99 0 00								Tri-City Coffee Purchase Order	
TRI CITY COFFEE SERV	98905	07/03/2019	6.39	199 E 53 6499 00 874 0 99 0 00								Tri-City Coffee Purchase Order	
TRI CITY COFFEE SERV	98905	07/03/2019	6.38	199 E 13 6399 00 872 0 23 0 00								Tri-City Coffee Purchase Order	
TRI CITY COFFEE SERV	98989	07/11/2019	51.70	199 E 41 6399 25 750 0 99 0 00								coffee service-Open PO	
TRI CITY COFFEE SERV	99093	07/25/2019	75.05	199 E 51 6317 00 936 0 99 0 00								MD-BREAK ROOM SUPPLIES	
TRI CITY COFFEE SERV	99093	07/25/2019	42.60	199 E 41 6399 25 750 0 99 0 00								coffee service-Open PO	
TRIANGLE METALS, INC	99094	07/25/2019	154.00	199 E 51 6317 00 936 0 99 0 00								ARMORY-GARAGE DOOR BRACE	
TRIANGLE METALS, INC	99094	07/25/2019	378.00	199 E 51 6317 00 936 0 99 0 00								DW-MAKING SIGNS FOR BUS NUMBERS AND TEACHERS NAME PLATES	
TRONITECH DOCUMENT M	99037	07/18/2019	216.89	199 E 41 6299 28 720 0 99 0 00								Document storage fee for old personnel and student records	
TSTA	31801	07/25/2019	272.55	863 L 00 2159 00 000 0 00 0 00								Payroll accrual	
TX CHILD SUPPORT SDU	0	07/25/2019	2,969.33	863 L 00 2159 00 000 0 00 0 00								Payroll accrual	
TX DEPT OF PUBLIC SA	99095	07/25/2019	8.00	199 E 41 6299 28 720 0 99 0 00								Clearinghouse record retrieval	

VENDOR	CHECK CHECK		ACCOUNT										INVOICE
	NUMBER	DATE	AMOUNT	NUMBER									DESCRIPTION
U.S. BANK PARS ACCT	31802	07/25/2019	2,367.87	863 L 00 2159 00 000 0 00 0 08									Payroll accrual
UNITED REFRIGERATION	99096	07/25/2019	241.57	199 E 51 6317 16 936 0 99 0 00									HS-RM #1305-HVAC REPAIRS
UNITED REFRIGERATION	99096	07/25/2019	279.02	199 E 51 6317 16 936 0 99 0 00									PNE-MATERIALS FOR HVAC REPAIRS
UTSA EXTENDED EDUCAT	99038	07/18/2019	550.00	199 E 13 6411 60 001 0 31 0 00									AP History class-A. Neeb
VERIZON WIRELESS	98906	07/03/2019	2,606.15	199 E 51 6259 11 936 0 99 0 00									VERIZON CELL PHONE CHARGES-05/22/19-06/21/19
VERIZON WIRELESS	98906	07/03/2019	1,118.87	199 A 00 1290 48 000 0 00 0 00									VERIZON MI-FI CHARGES - 05/22/19-06/21/19
WAL-MART COMMUNITY	98911	07/03/2019	53.67	199 E 11 6399 00 001 0 11 0 00									LIFE SKILLS SUPPLIES
WAL-MART COMMUNITY	98911	07/03/2019	165.37	499 E 61 6498 00 999 0 99 0 00									SUPPLIES FOR SUMMER RECREATION PROGRAM
WAL-MART COMMUNITY	98911	07/03/2019	110.65	499 E 61 6498 00 999 0 99 0 00									SUPPLIES FOR SUMMER REC PROGRAM
WAL-MART COMMUNITY	98911	07/03/2019	-89.61	199 E 11 6399 00 041 0 11 0 00									SUPPLIES FOR GMS
WAL-MART COMMUNITY	98911	07/03/2019	185.24	199 E 11 6399 00 041 0 11 0 00									SUPPLIES FOR GMS
WAL-MART COMMUNITY	98911	07/03/2019	27.68	199 E 11 6399 00 041 0 11 0 00									SUPPLIES FOR GMS
WAL-MART COMMUNITY	98911	07/03/2019	82.84	199 E 11 6399 00 103 0 11 0 00									SUPPLIES FOR RIDGEWOOD
WAL-MART COMMUNITY	98911	07/03/2019	81.76	199 E 11 6399 00 103 0 11 0 00									SUPPLIES FOR RIDGEWOOD
WAL-MART COMMUNITY	98911	07/03/2019	193.20	199 E 11 6399 00 105 0 11 0 00									SUPPLIES FOR END OF SCHOOL
WAL-MART COMMUNITY	98911	07/03/2019	50.00	199 E 11 6399 00 105 0 11 0 00									SUPPLIES FOR END OF SCHOOL
WAL-MART COMMUNITY	98911	07/03/2019	66.94	199 E 11 6399 00 105 0 11 0 00									SUPPLIES FOR END OF SCHOOL
WAL-MART COMMUNITY	98911	07/03/2019	33.28	199 E 13 6499 00 871 0 11 0 00									Staff Development/Career Day Supplies
WAL-MART COMMUNITY	98911	07/03/2019	132.83	199 E 11 6399 00 699 0 25 0 00									ESL Summer School Supplies PreK-K
WAL-MART COMMUNITY	98911	07/03/2019	120.38	199 E 11 6399 00 699 0 24 0 00									Summer School Supplies K-12
WAL-MART COMMUNITY	98911	07/03/2019	58.07	199 E 11 6399 00 699 0 24 0 00									Summer School Supplies K-12
WAL-MART COMMUNITY	98911	07/03/2019	54.69	199 E 11 6399 00 699 0 25 0 00									ESL Summer School Supplies PreK-K
WAL-MART COMMUNITY	98911	07/03/2019	64.47	199 E 11 6399 00 699 0 25 0 00									ESL Summer School Supplies PreK-K
WAL-MART COMMUNITY	98911	07/03/2019	127.14	289 E 11 6399 79 871 9 11 0 00									Hurricane Harvey Homeless Children & Youth School Supplies
WAL-MART COMMUNITY	98911	07/03/2019	64.60	199 E 11 6399 00 872 0 23 0 00									Walmart .. Special Ed ESY supplies for PNMS students ..
WAL-MART COMMUNITY	98911	07/03/2019	27.50	240 E 35 6342 00 001 0 99 0 00									FOOD/NONFOOD PURCHASES, OPEN PURCHASE ORDER
WAL-MART COMMUNITY	98911	07/03/2019	42.92	199 E 41 6399 00 720 0 99 0 00									Office supplies for staff meeting May 21
WAL-MART COMMUNITY	98911	07/03/2019	128.44	199 E 41 6411 35 720 0 99 0 00									Supplies for administration retreat July 2019
WALLACE, DAVID	98951	07/09/2019	106.00	199 E 36 6411 18 873 0 91 0 91									Meals=\$106.00, THSCA Coaching School in Austin, TX on 7/21-23/19
WELLS, ALEX	98952	07/09/2019	753.00	199 E 36 6411 64 001 0 99 0 00									Meals=\$158.00, Gas/Parking=\$100.00, Hotel=\$495.00 (3 nights @ \$165.00 ea), Texas Bandmasters Assn. in San Antonio, TX on 7/24-27/19
WERKHEISER, CRYSTAL	98953	07/09/2019	2.52	199 E 13 6411 60 001 0 31 0 00									Reimbursement for Hotel=\$2.52 for On-Ramps Summit in Austin, TX on 6/24-25/19
WES VICE HARDWARE &	99097	07/25/2019	67.73	199 E 51 6317 17 936 0 99 0 00									GMS-BUILDING GIRL'S ATHLETIC

VENDOR	CHECK		AMOUNT	ACCOUNT		INVOICE DESCRIPTION
	NUMBER	DATE		NUMBER		
WHITE, MARY	98954	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00	LOCKERS Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19	
WILLIAM V. MACGILL &	99098	07/25/2019	2,670.00	199 E 33 6399 00 999 0 99 0 99	AED batteries for all machines in district	
WILLIAMS FLORIST & G	99039	07/18/2019	120.50	199 E 11 6399 00 001 0 11 0 00	FLOWERS FOR GRADUATION	
WINFIELD SOLUTIONS,	99099	07/25/2019	1,975.80	199 E 51 6317 00 936 0 99 0 00	DW-WEED KILLER	
WOLFE, AUSTIN	98955	07/09/2019	692.00	199 E 36 6411 64 001 0 99 0 00	Meals=\$184.00, Gas/Parking=\$100.00, Hotel=\$408.00 (3 nights @ \$136.00 ea), Texas Bandmasters Association in San Antonio, TX on 7/24-27/19	
WPS	99040	07/18/2019	314.62	199 E 11 6399 00 872 0 23 0 00	WPS .. (Western Psychological Services) .. SLP testing materials ..	
WPS	99040	07/18/2019	1,798.48	199 E 11 6334 00 872 0 23 0 00	WPS .. (Western Psychological Services) .. SLP testing materials ..	
WPS	99040	07/18/2019	182.60	199 E 11 6399 00 872 0 23 0 00	WPS .. Diagnosticians' Student Testing Supplies ..	
ZIZMONT, RISA	98956	07/09/2019	80.00	199 E 13 6411 00 871 0 11 0 00	Meals=\$80.00, Scholastic Book Fairs Reading Summit in Austin, TX on 7/15-16/19	
Totals for checks			1,444,686.67			

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
199	GENERAL FUND	60,239.30	0.00	378,110.82	438,350.12
211	TITLE I, PART A	4,436.47	0.00	0.00	4,436.47
224	IDEA- PART B-FORMULA	4,463.30	0.00	1,274.37	5,737.67
225	IDEA- PART B-PRESCHOOL	200.65	0.00	0.00	200.65
226	IDEA PART B DISCRETIONARY	39,492.06	0.00	0.00	39,492.06
240	CHILD NUTRITION FUND	8,006.05	0.00	135.29	8,141.34
255	TITLE II, PART A - TPTR	673.61	0.00	0.00	673.61
289	TITLE IV, PT. A	334.47	0.00	9,159.31	9,493.78
410	STATE INSTRUCTIONAL MATERIALS	0.00	0.00	3,269.91	3,269.91
499	LOCAL GRANTS	0.00	0.00	7,810.19	7,810.19
753	WORKER'S COMP. INSURANCE FUND	0.00	0.00	325.00	325.00
863	PAYROLL CLEARING	926,755.87	0.00	0.00	926,755.87
***	Fund Summary Totals ***	1,044,601.78	0.00	400,084.89	1,444,686.67

\*\*\*\*\* End of report \*\*\*\*\*

# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Approval of Budget Amendment GF-3 (Final)

This budget amendment adds an additional \$702,300 to Fund Balance, for a total of \$923,834 estimated increase in Fund Balance for the 18-19 budget.

Summary of Budget Amendment GF-3(final):

- \$618,000 Salary Expense added for 4 extra days of salary for August 2019.
- \$99,500 Salary Expense added for 19-20 raises paid on July & August Contracts
- (\$520,000) Reduction in various expenditure budgets due largely to capital unspent in transportation.
- \$900,000 Revenue increase for State Funding and Federal Medicaid Reimbursement

**Recommendation:** It is recommended that the Board of Trustees of the Port Neches-Groves Independent School District approve Fiscal Year 18-19 Budget amendment.

**Resource Personnel:** Sheri Drawhorn, Business Manager

**2018-2019 BUDGET AMENDMENT NUMBER GF-3 (FINAL)**

12-Aug-19				
			<b>Current</b>	<b>Amended</b>
			<b>Budget</b>	<b>Budget</b>
<b>Revenue</b>				
199-00-5812-00-000-0-00	State Funding		12,011,200	12,511,200
199-00-5931-00-000-0-00	Federal - Medicaid Reimb.		830,000	1,230,000
	<b>Total Revenue</b>			900,000
<b>Expenditures</b>				
<b>SALARY ACCRUALS</b>				
199-11-6xxx-0-xxx-0-xx	Instructional		25,168,972	25,668,972
199-12-6xxx-0-xxx-0-xx	Media Services		601,529	626,529
199-13-6xxx-0-xxx-0-xx	Curriculum & Staff Develop		1,131,832	1,134,832
199-23-6xxx-0-xxx-0-xx	Campus Admin		2,367,194	2,372,194
199-31-6xxx-0-xxx-0-xx	Counseling		1,598,145	1,604,145
199-33-6xxx-0-xxx-0-xx	Health Services		635,987	645,987
199-34-6xxx-0-937-0-99	Transportation		2,071,858	2,074,858
199-36-6xxx-0-xxx-0-xx	Co-curricular		2,216,291	2,282,291
<b>JULY &amp; AUGUST CONTRACTS - 19-20 RAISES</b>				
199-11-6xxx-0-xxx-0-xx	Instructional		25,668,972	25,688,972
199-12-6xxx-0-xxx-0-xx	Media Services		626,529	631,529
199-13-6xxx-0-xxx-0-xx	Curriculum & Staff Develop		1,134,832	1,144,832
199-23-6xxx-0-xxx-0-xx	Campus Admin		2,372,194	2,387,194
199-31-6xxx-0-xxx-0-xx	Counseling		1,604,145	1,609,145
199-34-6xxx-0-937-0-99	Transportation		2,074,858	2,076,358
199-36-6xxx-0-xxx-0-xx	Co-curricular		2,282,291	2,302,291
199-41-6xxx-0-xxx-0-xx	Administration		1,235,927	1,248,927
199-53-6xxx-0-xxx-0-xx	Technology		706,294	716,294
<b>EXPENSES OTHER THAN SALARIES</b>				
199-11-6xxx-0-xxx-0-xx	Instructional		25,688,972	25,588,972
199-12-6xxx-0-xxx-0-xx	Media Services		631,529	651,529
199-13-6xxx-0-xxx-0-xx	Curriculum & Staff Develop		1,144,832	1,144,832
199-23-6xxx-0-xxx-0-xx	Campus Admin		2,387,194	2,387,194
199-31-6xxx-0-xxx-0-xx	Counseling		1,609,145	1,609,145
199-33-6xxx-0-xxx-0-xx	Health Services		645,987	645,987
199-34-6xxx-0-xxx-0-99	Transportation		2,076,358	1,776,358
199-36-6xxx-0-xxx-0-xx	Co-curricular		2,302,291	2,302,291
199-51-6xxx-0-xxx-0-xx	Maintenance		7,265,350	7,165,350
199-52-6xxx-0-xxx-0-xx	Safety		280,454	290,454
199-53-6xxx-0-xxx-0-xx	Technology		716,294	726,294
199-99-6xxx-0-xxx-0-xx	Appriasal District		425,000	365,000

<b>2018-2019 Final Budget Amendment (continued)</b>				<b>Page 2</b>
		<b>Current Budget</b>	<b>Change</b>	<b>Amended Budget</b>
	<b>Total Expenditures</b>		197,500	
	<b>Net (Increase) in the General Fund Budget</b>		<b>702,500</b>	
<b>2018-2019 BUDGET CHANGE</b>				
	Total Revenues	46,524,473	900,000	47,424,473
	Total Expenditures	46,303,139	197,500	46,500,639
	2018-2019 Fund Balance	221,334	702,500	923,834
<b>FUND BALANCE INFORMATION:</b>				
	Audited Fund Balance 8/31/18	\$ 20,604,053		
	18-19 Budget	\$ 923,834		
	Projected Fund Balance 8/31/19	\$ 21,527,887		

# Port Neches-Groves Independent School District Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Report: Budget

The following report is attached:

- Income Summary – General Fund
- Tax Office Report

**Recommendation:** No Recommendation. Report Only.

**Resource Personnel:** Sheri Drawhorn, Business Manager

Fn	Obj	2018-19 Original Budget	2018-19 Revised Budget	2018-19 Year Activity	Encumbered Amount	Unencumbered Balance - FY A
00	LOCAL REVENUE	31,488,678.00	31,488,678.00	31,890,093.15	0.00	-401,415.15
00	STATE REVENUE	14,024,795.00	14,024,795.00	11,039,701.40	0.00	2,985,093.60
00	FEDERAL REVENUE	860,000.00	860,000.00	1,247,518.39	0.00	-387,518.39
00	OTHER RESOURCES	151,000.00	0.00	0.00	0.00	0.00
00	.	46,524,473.00	46,373,473.00	44,177,312.94	0.00	2,196,160.06
11	PAYROLL COST	23,326,600.00	23,096,250.00	21,618,921.12	0.00	1,477,328.88
11	CONTRACTED SERVICES	670,000.00	862,205.00	794,910.23	23,977.45	53,392.30
11	SUPPLIES & MATERIALS	871,227.00	889,972.00	781,882.92	50,935.08	76,249.87
11	OTHER OPERATING EXPENSES	16,910.00	18,810.00	16,443.99	0.00	1,791.01
11	CAPITAL OUTLAY	284,235.00	301,735.00	299,571.03	0.00	2,163.97
11	INSTRUCTION	25,168,972.00	25,168,972.00	23,511,729.29	74,912.53	1,610,926.03
12	PAYROLL COST	541,101.00	541,101.00	529,281.25	0.00	11,819.75
12	CONTRACTED SERVICES	1,920.00	1,920.00	1,028.52	85.71	891.48
12	SUPPLIES & MATERIALS	56,308.00	55,508.00	49,274.94	2,423.91	3,809.15
12	OTHER OPERATING EXPENSES	2,200.00	3,000.00	50.56	0.00	2,949.44
12	INST. RESOURCES & MEDIA SVCS	601,529.00	601,529.00	579,635.27	2,509.62	19,469.82
13	PAYROLL COST	894,832.00	887,382.00	816,191.81	0.00	71,190.19
13	CONTRACTED SERVICES	53,980.00	66,380.00	48,475.81	2,772.14	15,489.19
13	SUPPLIES & MATERIALS	39,000.00	41,892.00	35,900.35	2,554.58	4,498.10
13	OTHER OPERATING EXPENSES	144,020.00	136,178.00	98,000.12	4,065.93	35,565.63
13	CURRICULUM DEV. & INST.STF DEV	1,131,832.00	1,131,832.00	998,568.09	9,392.65	126,743.11
23	PAYROLL COST	2,297,545.00	2,297,545.00	2,094,806.48	0.00	202,738.52
23	CONTRACTED SERVICES	19,800.00	19,800.00	13,448.23	771.49	6,351.77
23	SUPPLIES & MATERIALS	22,400.00	22,557.00	12,713.49	1,576.87	9,479.21
23	OTHER OPERATING EXPENSES	27,449.00	27,292.00	20,518.17	772.14	6,713.83
23	SCHOOL LEADERSHIP	2,367,194.00	2,367,194.00	2,141,486.37	3,120.50	225,283.33
31	PAYROLL COST	1,524,015.00	1,524,015.00	1,398,414.35	0.00	125,600.65
31	CONTRACTED SERVICES	51,955.00	51,280.00	38,777.83	71.43	12,502.17
31	SUPPLIES & MATERIALS	7,800.00	7,732.00	7,157.17	0.00	574.83
31	OTHER OPERATING EXPENSES	14,375.00	15,118.00	6,237.11	0.00	8,880.89
31	GUIDANCE & COUNSELING	1,598,145.00	1,598,145.00	1,450,586.46	71.43	147,558.54
32	PAYROLL COST	60,491.00	60,491.00	53,722.00	0.00	6,769.00
32	SUPPLIES & MATERIALS	5,000.00	5,000.00	0.00	0.00	5,000.00
32	SOCIAL WORK SERVICES	65,491.00	65,491.00	53,722.00	0.00	11,769.00
33	PAYROLL COST	604,687.00	604,687.00	542,237.44	0.00	62,449.56
33	CONTRACTED SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00
33	SUPPLIES & MATERIALS	23,755.00	24,150.00	22,306.81	925.00	918.19
33	OTHER OPERATING EXPENSES	5,545.00	5,150.00	2,406.31	0.00	2,618.69
33	HEALTH SERVICES	635,987.00	635,987.00	566,950.56	925.00	67,986.44
34	PAYROLL COST	1,079,098.00	1,079,098.00	1,000,558.38	0.00	78,539.62
34	CONTRACTED SERVICES	28,760.00	48,760.00	31,112.44	1,633.58	16,742.56
34	SUPPLIES & MATERIALS	227,500.00	265,500.00	225,026.78	14,842.67	28,743.65
34	OTHER OPERATING EXPENSES	-207,000.00	-199,980.00	-223,677.89	0.00	23,697.89
34	CAPITAL OUTLAY	1,250,000.00	878,480.00	471,505.00	0.00	406,975.00
34	PUPIL TRANSPORTATION	2,378,358.00	2,071,858.00	1,504,524.71	16,476.25	554,698.72
36	PAYROLL COST	1,024,451.00	1,006,451.00	1,004,109.00	0.00	2,342.00
36	CONTRACTED SERVICES	58,725.00	63,795.00	53,101.40	20,600.40	5,725.65
36	SUPPLIES & MATERIALS	215,680.00	249,203.00	174,216.29	78,862.21	25,944.60

Fn	Obj	2018-19 Original Budget	2018-19 Revised Budget	2018-19 Year Activity	Encumbered Amount	Unencumbered Balance - FY A
36	OTHER OPERATING EXPENSES	820,935.00	802,842.00	755,423.34	10,975.42	36,334.40
36	CAPITAL OUTLAY	10,000.00	94,000.00	90,332.41	0.00	3,667.59
36	COCURR./EXTRACURR.ACTIVITIES	2,129,791.00	2,216,291.00	2,077,182.44	110,438.03	74,014.24
41	PAYROLL COST	860,507.00	850,507.00	770,794.27	0.00	79,712.73
41	CONTRACTED SERVICES	166,820.00	194,620.00	153,291.66	1,039.51	32,729.98
41	SUPPLIES & MATERIALS	42,300.00	38,500.00	30,023.89	3,663.51	4,377.32
41	OTHER OPERATING EXPENSES	166,300.00	152,300.00	118,986.27	1,471.60	30,902.18
41	GENERAL ADMINISTRATION	1,235,927.00	1,235,927.00	1,073,096.09	6,174.62	147,722.21
51	PAYROLL COST	3,107,500.00	3,107,500.00	2,589,068.47	0.00	518,431.53
51	CONTRACTED SERVICES	1,871,700.00	2,028,900.00	1,632,089.85	91,841.73	342,380.61
51	SUPPLIES & MATERIALS	622,150.00	582,361.00	465,515.78	59,654.02	55,726.51
51	OTHER OPERATING EXPENSES	1,326,000.00	1,325,589.00	1,140,778.91	0.00	184,810.09
51	CAPITAL OUTLAY	157,000.00	221,000.00	209,159.96	2,931.78	8,458.26
51	PLANT MAINTENANCE & OPERATIONS	7,084,350.00	7,265,350.00	6,036,612.97	154,427.53	1,109,807.00
52	PAYROLL COST	31,609.00	31,609.00	21,729.62	0.00	9,879.38
52	CONTRACTED SERVICES	215,500.00	216,710.00	75,773.47	0.00	140,936.53
52	SUPPLIES & MATERIALS	30,000.00	30,000.00	29,468.40	917.50	531.60
52	OTHER OPERATING EXPENSES	3,345.00	2,135.00	2,131.85	0.00	3.15
52	SECURITY & MONITORING SERVICES	280,454.00	280,454.00	129,103.34	917.50	151,350.66
53	PAYROLL COST	522,744.00	522,744.00	468,566.02	0.00	54,177.98
53	CONTRACTED SERVICES	5,000.00	17,000.00	10,145.15	0.00	6,854.85
53	SUPPLIES & MATERIALS	100,000.00	100,000.00	98,741.98	415.92	842.10
53	OTHER OPERATING EXPENSES	500.00	500.00	373.86	76.83	64.66
53	CAPITAL OUTLAY	66,050.00	66,050.00	65,241.23	1,405.88	808.77
53	DATA PROCESSING SERVICES	694,294.00	706,294.00	643,068.24	1,898.63	62,748.36
71	DEBT SERVICES	124,000.00	0.00	0.00	0.00	0.00
71	DEBT SERVICES	124,000.00	0.00	0.00	0.00	0.00
91	CONTRACTED SERVICES	345,815.00	345,815.00	261,392.00	0.00	84,423.00
91	CONT.INST.SVCS.\PUBLIC SCHLS	345,815.00	345,815.00	261,392.00	0.00	84,423.00
95	CONTRACTED SERVICES	36,000.00	36,000.00	36,000.00	0.00	0.00
95	PYMTS.TO JJAEP PROGRAMS	36,000.00	36,000.00	36,000.00	0.00	0.00
99	CONTRACTED SERVICES	425,000.00	425,000.00	256,242.09	0.00	168,757.91
99	OPERATING TRANSFERS OUT	425,000.00	425,000.00	256,242.09	0.00	168,757.91
Grand Revenue Totals		46,524,473.00	46,373,473.00	44,177,312.94	0.00	2,196,160.06
Grand Expense Totals		46,303,139.00	46,152,139.00	41,319,899.92	381,264.29	4,563,258.37
Grand Totals		221,334.00	221,334.00	2,857,413.02	381,264.29	2,367,098.31
		Profit	Profit	Profit	Loss	Loss

Number of Accounts: 2500

\*\*\*\*\* End of report \*\*\*\*\*

**ALLISON NATHAN GETZ**  
TAX ASSESSOR-COLLECTOR



**TERRY WUENSCHEL**  
CHIEF DEPUTY



STATE OF TEXAS  
COUNTY OF JEFFERSON

I, Allison Nathan Getz, P.C.C., the Tax Assessor-Collector of Jefferson County, Texas and also, by contract or statute, the Tax Assessor-Collector for **PORT NECHES-GROVES ISD**, affirm, under oath, that this amount **\$149,071.82**, represents all taxes collected for **PORT NECHES-GROVES ISD** during the month of July 2019.

A handwritten signature in cursive script that reads "Allison Nathan Getz".

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Allison Nathan Getz, P.C.C.

TAX COLLECTION SYSTEM  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 07/01/2019 TO 07/31/2019

FISCAL START: 09/01/2018 END: 08/31/2019 JURISDICTION: 0011 PT NECHES-GROVES ISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	2,377,446,401	9,765,530-	2,367,680,871	01.444410	32,751,795.82	14,185
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2018	33,247,343.38	.00	495,547.56-	106,797.44	32,148,834.19	602,961.63	98.16	0.51-
2017	315,579.49	.00	52,263.72-	9,432.55	92,750.60	170,565.17	35.22	0.51-
2016	173,810.13	.00	16,980.22-	3,523.13	37,228.82	119,601.09	23.74	0.51-
2015	128,751.55	.00	0.51-	1,509.04	33,260.73	95,490.31	25.83	0.51-
2014	98,731.45	.00	0.51-	1,817.63	26,541.87	72,189.07	26.88	0.51-
2013	51,759.45	.00	0.47-	843.13	15,468.02	36,290.96	29.88	0.47-
2012	51,026.96	.00	0.00	345.34	11,541.38	39,485.58	22.62	0.00
2011	33,191.08	.00	0.00	211.17	2,351.11	30,839.97	7.08	0.00
2010	28,585.98	.00	0.00	211.17	1,742.49	26,843.49	6.10	0.00
2009	25,478.19	.00	0.00	213.88	1,759.16	23,719.03	6.90	0.00
2008	21,615.24	.00	6,176.88-	441.26	754.90	14,683.46	4.89	0.00
2007	12,999.95	.00	0.00	578.16	851.96	12,147.99	6.55	0.00
2006	15,716.74	.00	0.00	896.41	1,134.60	14,582.14	7.22	0.00
2005	14,521.17	256.27-	256.27-	72.83	72.83	14,192.07	.51	0.00
2004	15,744.99	507.54-	507.54-	0.00	0.00	15,237.45		0.00
2003	14,984.03	1,737.58-	1,737.58-	0.00	70.14	13,176.31	.53	0.00
2002	14,003.97	2,013.31-	2,013.31-	0.00	14.33	11,976.33	.12	0.00
2001	11,141.46	526.63-	526.63-	0.00	0.00	10,614.83		0.00
2000	10,526.16	1,063.21-	1,063.21-	0.00	0.00	9,462.95		0.00
1999	11,303.68	772.50-	772.50-	0.00	0.00	10,531.18		0.00
1998	9,509.17	514.29-	5,495.52-	0.00	0.00	4,013.65		0.00
1997	37,984.71	2,484.63-	2,484.63-	0.00	0.00	35,500.08		0.00
****	34,344,308.93	9,875.96-	585,827.06-	126,893.14	32,374,377.13	1,384,104.74		3.02-

TAX COLLECTION SYSTEM  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 07/01/2019 TO 07/31/2019

FISCAL START: 09/01/2018 END: 08/31/2019 JURISDICTION: 0012 PT NECHES-GROVES ISD HB 1200

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	452,640,800	0	452,640,800	00.274410	1,242,091.62	3
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2018	1,242,091.62	.00	0.00	0.00	1,242,091.62	0.00		0.00
2017	0.00	.00	0.00	0.00	0.00	0.00		0.00
2016	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	1,242,091.62	.00	0.00	0.00	1,242,091.62	0.00		0.00

08/01/2019 01:41:59 3271626  
 TC298-D SELECTION: DEPOSIT  
 RECEIPT DATE: ALL  
 LOCATION: ALL

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 07/01/2019 THRU 07/31/2019  
 JURISDICTION: 0011 PT NECHES-GROVES ISD

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2006	M & O	1.370000	830.74	.00	1,345.80	.00	2,176.54	469.72	.00	.00	2,646.26
	I & S	.108300	65.67	.00	106.39	.00	172.06	.00	.00	.00	172.06
	TOTAL	1.478300	896.41	.00	1,452.19	.00	2,348.60	469.72	.00	.00	2,818.32
2005	M & O	1.500000	67.48	.00	117.41	.00	184.89	39.91	.00	.00	224.80
	I & S	.119000	5.35	.00	9.31	.00	14.66	.00	.00	.00	14.66
	TOTAL	1.619000	72.83	.00	126.72	.00	199.55	39.91	.00	.00	239.46
ALL	M & O		102,169.27	.00	17,754.58	.00	119,923.85	16,730.69	.00	.00	136,654.54
ALL	I & S		24,723.87	.00	4,424.10	.00	29,147.97	.00	.00	.00	29,147.97
ALL	TOTAL		126,893.14	.00	22,178.68	.00	149,071.82	16,730.69	.00	.00	165,802.51
DLQ	M & O		15,661.20	.00	8,696.00	.00	24,357.20	6,210.95	.00	.00	30,568.15
DLQ	I & S		4,434.50	.00	2,299.54	.00	6,734.04	.00	.00	.00	6,734.04
DLQ	TOTAL		20,095.70	.00	10,995.54	.00	31,091.24	6,210.95	.00	.00	37,302.19
CURR	M & O		86,508.07	.00	9,058.58	.00	95,566.65	10,519.74	.00	.00	106,086.39
CURR	I & S		20,289.37	.00	2,124.56	.00	22,413.93	.00	.00	.00	22,413.93
CURR	TOTAL		106,797.44	.00	11,183.14	.00	117,980.58	10,519.74	.00	.00	128,500.32

08/01/2019 01:41:59 3271626  
 TC298-D SELECTION: DEPOSIT  
 RECEIPT DATE: ALL  
 LOCATION: ALL

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 07/01/2019 THRU 07/31/2019  
 JURISDICTION: 0011 PT NECHES-GROVES ISD

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2018	M & O	1.170000	86,508.07	.00	9,058.58	.00	95,566.65	10,519.74	.00	.00	106,086.39
	I & S	.274410	20,289.37	.00	2,124.56	.00	22,413.93	.00	.00	.00	22,413.93
	TOTAL	1.444410	106,797.44	.00	11,183.14	.00	117,980.58	10,519.74	.00	.00	128,500.32
2017	M & O	1.170000	7,640.54	.00	2,279.70	.00	9,920.24	2,449.40	.00	.00	12,369.64
	I & S	.274410	1,792.01	.00	534.67	.00	2,326.68	.00	.00	.00	2,326.68
	TOTAL	1.444410	9,432.55	.00	2,814.37	.00	12,246.92	2,449.40	.00	.00	14,696.32
2016	M & O	1.040000	2,536.71	.00	1,048.49	.00	3,585.20	995.46	.00	.00	4,580.66
	I & S	.404410	986.42	.00	407.71	.00	1,394.13	.00	.00	.00	1,394.13
	TOTAL	1.444410	3,523.13	.00	1,456.20	.00	4,979.33	995.46	.00	.00	5,974.79
2015	M & O	1.040000	1,086.53	.00	586.49	.00	1,673.02	464.67	.00	.00	2,137.69
	I & S	.404410	422.51	.00	228.07	.00	650.58	.00	.00	.00	650.58
	TOTAL	1.444410	1,509.04	.00	814.56	.00	2,323.60	464.67	.00	.00	2,788.27
2014	M & O	1.040000	1,308.72	.00	850.23	.00	2,158.95	597.96	.00	.00	2,756.91
	I & S	.404410	508.91	.00	330.64	.00	839.55	.00	.00	.00	839.55
	TOTAL	1.444410	1,817.63	.00	1,180.87	.00	2,998.50	597.96	.00	.00	3,596.46
2013	M & O	1.040000	611.48	.00	466.13	.00	1,077.61	293.42	.00	.00	1,371.03
	I & S	.394000	231.65	.00	176.60	.00	408.25	.00	.00	.00	408.25
	TOTAL	1.434000	843.13	.00	642.73	.00	1,485.86	293.42	.00	.00	1,779.28
2012	M & O	1.040000	258.74	.00	229.33	.00	488.07	128.92	.00	.00	616.99
	I & S	.348070	86.60	.00	76.75	.00	163.35	.00	.00	.00	163.35
	TOTAL	1.388070	345.34	.00	306.08	.00	651.42	128.92	.00	.00	780.34
2011	M & O	1.040000	152.88	.00	155.94	.00	308.82	85.31	.00	.00	394.13
	I & S	.396500	58.29	.00	59.45	.00	117.74	.00	.00	.00	117.74
	TOTAL	1.436500	211.17	.00	215.39	.00	426.56	85.31	.00	.00	511.87
2010	M & O	1.040000	152.88	.00	174.28	.00	327.16	90.38	.00	.00	417.54
	I & S	.396500	58.29	.00	66.45	.00	124.74	.00	.00	.00	124.74
	TOTAL	1.436500	211.17	.00	240.73	.00	451.90	90.38	.00	.00	542.28
2009	M & O	1.040000	152.88	.00	192.63	.00	345.51	96.67	.00	.00	442.18
	I & S	.414950	61.00	.00	76.86	.00	137.86	.00	.00	.00	137.86
	TOTAL	1.454950	213.88	.00	269.49	.00	483.37	96.67	.00	.00	580.04
2008	M & O	1.040000	357.40	.00	493.24	.00	850.64	210.05	.00	.00	1,060.69
	I & S	.244000	83.86	.00	115.73	.00	199.59	.00	.00	.00	199.59
	TOTAL	1.284000	441.26	.00	608.97	.00	1,050.23	210.05	.00	.00	1,260.28
2007	M & O	1.040000	504.22	.00	756.33	.00	1,260.55	289.08	.00	.00	1,549.63
	I & S	.152500	73.94	.00	110.91	.00	184.85	.00	.00	.00	184.85
	TOTAL	1.192500	578.16	.00	867.24	.00	1,445.40	289.08	.00	.00	1,734.48

# **Port Neches-Groves Independent School District**

## **Board Document**

MEETING DATE: August 12, 2019

AGENDA ITEM: Information on Budget Transfers

Budget Transfers within Function Codes are allowed without prior Board approval. Details of these transfers will be reported to the Board of Trustees each month for discussion. This report also includes any budget amendments approved by the Board of Trustees.

Recommendation: Information Only

Resource Personnel: Sheri Drawhorn, Business Manager



							<b>AUGUST</b>					
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>		
199 E 11 6299 00 871 0 25 0 00	GENERAL	INST	MISC CONT		CURRICULUM	BILINGUAL	\$100	\$0	\$4,700	\$4,800		
199 E 11 6299 00 872 0 23 0 00	GENERAL	INST	MISC CONT		SPECIAL ED	SP ED	\$20,000	\$0	\$1,000	\$21,000		
199 E 11 6321 00 871 0 11 0 00	GENERAL	INST	INSTRUCT MAT		CURRICULUM	BASIC	\$17,050	\$0	(\$7,000)	\$10,050		
199 E 11 6325 00 001 0 11 0 00	GENERAL	INST	LIBRARY MAT		PNGHS	BASIC	\$15,000	\$0	\$800	\$15,800		
199 E 11 6334 00 871 0 11 0 00	GENERAL	INST	TESTING MAT		CURRICULUM	BASIC	\$27,250	\$0	(\$1,200)	\$26,050		
199 E 11 6334 00 871 0 25 0 00	GENERAL	INST	TESTING MAT		CURRICULUM	BILINGUAL	\$2,000	\$0	\$1,200	\$3,200		
199 E 11 6334 00 872 0 23 0 00	GENERAL	INST	TESTING MAT		SPECIAL ED	SP ED	\$17,000	\$0	(\$2,700)	\$14,300		
199 E 11 6334 60 001 0 11 0 00	GENERAL	INST	TESTING MAT	CURRIC HS	PNGHS	BASIC	\$0	\$0	\$1,000	\$1,000		
199 E 11 6395 53 105 0 11 0 00	GENERAL	INST	SPECIAL MAT	TECHNOLOG	VBE	BASIC	\$2,000	\$0	\$480	\$2,480		
199 E 11 6396 18 871 0 22 0 00	GENERAL	INST	GEN. SUPPLY	Ink - CTE	CURRICULUM	C & T	\$0	\$0	\$6,500	\$6,500		
199 E 11 6399 00 001 0 11 0 00	GENERAL	INST	GENERAL SUPP		PNGHS	BASIC	\$80,000	\$0	(\$2,000)	\$78,000		
199 E 11 6399 00 001 0 22 0 00	GENERAL	INST	GENERAL SUPP		PNGHS	C & T	\$0	\$0	\$2,000	\$2,000		
199 E 11 6399 00 101 0 11 0 00	GENERAL	INST	GENERAL SUPP		GE	BASIC	\$28,576	\$0	\$4,693	\$33,269		
199 E 11 6399 00 102 0 11 0 00	GENERAL	INST	GENERAL SUPP		PNE	BASIC	\$27,079	\$0	(\$714)	\$26,365		
199 E 11 6399 00 104 0 11 0 00	GENERAL	INST	GENERAL SUPP		TE	BASIC	\$26,321	\$0	\$800	\$27,121		
199 E 11 6399 00 104 0 25 0 00	GENERAL	INST	GENERAL SUPP		TE	BILINGUAL	\$3,000	\$0	(\$800)	\$2,200		
199 E 11 6399 00 105 0 11 0 00	GENERAL	INST	GENERAL SUPP		VBE	BASIC	\$27,501	\$0	(\$1,418)	\$26,083		
199 E 11 6399 00 107 0 11 0 00	GENERAL	INST	GENERAL SUPP		WE	BASIC	\$27,076	\$0	\$300	\$27,376		
199 E 11 6399 00 699 0 25 0 00	GENERAL	INST	GENERAL SUPP		SUMMER SCH	BILINGUAL	\$1,000	\$0	(\$200)	\$800		
199 E 11 6399 00 870 0 22 0 00	GENERAL	INST	GENERAL SUPP		VOC	C & T	\$36,650	\$0	\$29,750	\$66,400		
199 E 11 6399 00 872 0 23 0 00	GENERAL	INST	GENERAL SUPP		SPECIAL ED	SP ED	\$15,000	\$0	\$1,700	\$16,700		
199 E 11 6399 00 874 0 11 0 99	GENERAL	INST	GENERAL SUPP		TECHNOLOGY	BASIC	\$20,000	\$0	(\$2,232)	\$17,768		
199 E 11 6399 00 999 0 11 0 99	GENERAL	INST	GENERAL SUPP			BASIC	\$6,000	\$0	(\$5,941)	\$59		
199 E 11 6399 53 874 0 11 0 00	GENERAL	INST	GENERAL SUPP	TECH SUPP	TECHNOLOGY	BASIC	\$118,669	\$0	(\$5,273)	\$113,396		
199 E 11 6399 60 001 0 31 0 00	GENERAL	INST	GENERAL SUPP	CURRIC HS	PNGHS	HIGH SCH A	\$13,000	\$0	(\$1,000)	\$12,000		
199 E 11 6412 00 103 0 25 0 00	GENERAL	INST	TRAVEL - STU		RE	BILINGUAL	\$0	\$0	\$400	\$400		
199 E 11 6412 00 699 0 25 0 00	GENERAL	INST	TRAVEL - STU		SUMMER SCH	BILINGUAL	\$0	\$0	\$500	\$500		
199 E 11 6491 00 870 0 22 0 00	GENERAL	INST	PUBLIC NOTICE		VOC	C & T	\$0	\$0	\$1,000	\$1,000		
199 E 11 6639 00 870 0 22 0 00	GENERAL	INST	F & E > \$5,0		VOC	C&T	<u>\$0</u>	<u>\$0</u>	<u>\$7,500</u>	<u>\$7,500</u>		

					<b>AUGUST</b>		<b>2018-19</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2018-19</b>
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>ORIGINAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>REVISED</u>
						<u>CODE</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>TRANSFERS</u>	<u>BUDGET</u>
199 E 11 6644 00 874 0 11 0 00	GENERAL	INST	TECHNOLOGY		TECHNOLOGY	BASIC	\$208,235	\$0	\$10,000	\$218,235
<b>TOTAL INSTRUCTION</b>							<b>\$9,148,284</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,148,284</b>
199 E 12 6329 00 001 0 11 0 00	GENERAL	MEDIA	READING MATE		PNGHS	BASIC	\$15,000	\$0	(\$800)	\$14,200
199 E 12 6411 00 107 0 11 0 00	GENERAL	MEDIA	TRAVEL		WE	BASIC	\$200	\$0	(\$200)	\$0
199 E 12 6411 00 999 0 11 0 99	GENERAL	MEDIA	TRAVEL			BASIC	\$1,000	\$0	\$1,000	\$2,000
<b>TOTAL MEDIA</b>							<b>\$16,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,200</b>
199 E 13 6137 00 871 0 11 0 99	GENERAL	CUR DEV	SALARY CONTI		CURRICULUM	BASIC	\$1,200	\$0	(\$250)	\$950
199 E 13 6142 00 999 0 99 0 99	GENERAL	CUR DEV	HEALTH & LIFE			UNDISTRIB	\$10,000	\$0	(\$7,200)	\$2,800
199 E 13 6219 00 107 0 11 0 00	GENERAL	CUR DEV	PROFESSIONAL		WE	BASIC	\$100	\$0	(\$100)	\$0
199 E 13 6219 00 870 0 22 0 00	GENERAL	CUR DEV	PROFESSIONAL		VOC	C&T	\$1,500	\$0	(\$1,000)	\$500
199 E 13 6299 00 871 0 11 0 00	GENERAL	CUR DEV	MISC CONT		CURRICULUM	BASIC	\$27,465	\$0	\$11,200	\$38,665
199 E 13 6299 00 871 0 25 0 00	GENERAL	CUR DEV	MISC CONT		CURRICULUM	BILINGUAL	\$6,135	\$0	\$2,300	\$8,435
199 E 13 6399 00 999 0 11 0 99	GENERAL	CUR DEV	GENERAL SUPP			BASIC	\$0	\$0	\$2,892	\$2,892
199 E 13 6411 00 041 0 11 0 00	GENERAL	CUR DEV	TRAVEL		GM	BASIC	\$9,300	\$0	(\$1,500)	\$7,800
199 E 13 6411 00 041 0 21 0 00	GENERAL	CUR DEV	TRAVEL		GM	G&T	\$0	\$0	\$1,500	\$1,500
199 E 13 6411 00 101 0 11 0 00	GENERAL	CUR DEV	TRAVEL		GE	BASIC	\$5,000	\$0	(\$792)	\$4,208
199 E 13 6411 00 102 0 11 0 00	GENERAL	CUR DEV	TRAVEL		PNE	BASIC	\$4,300	\$0	(\$125)	\$4,175
199 E 13 6411 00 105 0 11 0 00	GENERAL	CUR DEV	TRAVEL		VBE	BASIC	\$1,000	\$0	\$301	\$1,301
199 E 13 6411 00 870 0 22 0 00	GENERAL	CUR DEV	TRAVEL		VOC	C&T	\$2,000	\$0	\$750	\$2,750
199 E 13 6411 00 871 0 11 0 00	GENERAL	CUR DEV	TRAVEL		CURRICULUM	BASIC	\$47,100	\$0	(\$12,000)	\$35,100
199 E 13 6411 00 871 0 25 0 00	GENERAL	CUR DEV	TRAVEL		CURRICULUM	BILINGUAL	\$500	\$0	\$5,700	\$6,200
199 E 13 6411 00 872 0 23 0 00	GENERAL	CUR DEV	TRAVEL		SPECIAL ED	SP ED	\$12,800	\$0	\$1,000	\$13,800
199 E 13 6411 00 999 0 11 0 99	GENERAL	CUR DEV	TRAVEL			BASIC	\$5,000	\$0	\$1,324	\$6,324
199 E 13 6411 60 001 0 31 0 00	GENERAL	CUR DEV	TRAVEL	CURRIC HS	PNGHS	HIGH SCH A	\$10,000	\$0	(\$4,000)	\$6,000

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199 E 13 6491 00 871 0 11 0 00	GENERAL	CUR DEV	PUBLIC NOTICE		CURRICULUM	BASIC	\$0	\$0	\$250	\$250	
199 E 13 6499 00 871 0 11 0 00	GENERAL	CUR DEV	MISC		CURRICULUM	BASIC	<u>\$2,800</u>	<u>\$0</u>	<u>(\$250)</u>	<u>\$2,550</u>	
<b>TOTAL CURRICULUM</b>							<b><u>\$146,200</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$146,200</u></b>	
199 E 23 6399 00 041 0 99 0 00	GENERAL	SCH LDS	GENERAL SUPP		GM	UNDISTRIB	\$4,200	\$0	(\$30)	\$4,170	
199 E 23 6399 00 102 0 99 0 00	GENERAL	SCH LDS	GENERAL SUPP		PNE	UNDISTRIB	\$1,000	\$0	(\$1,000)	\$0	
199 E 23 6399 00 104 0 99 0 00	GENERAL	SCH LDS	GENERAL SUPP		TE	UNDISTRIB	\$2,000	\$0	\$1,000	\$3,000	
199 E 23 6399 00 999 0 99 0 99	GENERAL	SCH LDS	GENERAL SUPP			UNDISTRIB	\$5,000	\$0	\$187	\$5,187	
199 E 23 6411 00 101 0 99 0 00	GENERAL	SCH LDS	TRAVEL		GE	UNDISTRIB	\$1,500	\$0	(\$901)	\$599	
199 E 23 6411 00 102 0 99 0 00	GENERAL	SCH LDS	TRAVEL		PNE	UNDISTRIB	\$1,000	\$0	\$1,714	\$2,714	
199 E 23 6411 00 104 0 99 0 00	GENERAL	SCH LDS	TRAVEL		TE	UNDISTRIB	\$1,500	\$0	(\$1,000)	\$500	
199 E 23 6411 00 105 0 99 0 00	GENERAL	SCH LDS	TRAVEL		VBE	UNDISTRIB	\$1,000	\$0	(\$11)	\$989	
199 E 23 6495 00 041 0 99 0 00	GENERAL	SCH LDS	DUES		GM	UNDISTRIB	\$450	\$0	\$30	\$480	
199 E 23 6495 00 105 0 99 0 00	GENERAL	SCH LDS	DUES		VBE	UNDISTRIB	<u>\$375</u>	<u>\$0</u>	<u>\$11</u>	<u>\$386</u>	
<b>TOTAL SCHOOL ADMINISTRATION</b>							<b><u>\$18,025</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$18,025</u></b>	
199 E 31 6299 00 102 0 99 0 00	GENERAL	G & C	MISC CONT		PNE	UNDISTRIB	\$675	\$0	(\$675)	\$0	
199 E 31 6399 00 101 0 99 0 00	GENERAL	G & C	GENERAL SUPP		GE	UNDISTRIB	\$800	\$0	\$251	\$1,051	
199 E 31 6399 00 107 0 99 0 00	GENERAL	G & C	GENERAL SUPP		WE	UNDISTRIB	\$500	\$0	(\$319)	\$181	
199 E 31 6411 00 101 0 99 0 00	GENERAL	G & C	TRAVEL		GE	UNDISTRIB	\$675	\$0	(\$251)	\$424	
199 E 31 6411 00 102 0 99 0 00	GENERAL	G & C	TRAVEL		PNE	UNDISTRIB	\$450	\$0	\$675	\$1,125	
199 E 31 6411 00 105 0 99 0 00	GENERAL	G & C	TRAVEL		VBE	UNDISTRIB	\$600	\$0	\$637	\$1,237	
199 E 31 6411 00 107 0 99 0 00	GENERAL	G & C	TRAVEL		WE	UNDISTRIB	\$200	\$0	\$319	\$519	
199 E 31 6411 01 999 0 99 0 99	GENERAL	G & C	TRAVEL	Project Serv		UNDISTRIB	<u>\$3,000</u>	<u>\$0</u>	<u>(\$637)</u>	<u>\$2,363</u>	
<b>TOTAL COUNSELING SERVICES</b>							<b><u>\$6,900</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$6,900</u></b>	

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						<u>PROGRAM</u>	<u>ORIGINAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>REVISED</u>
						<u>CODE</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>TRANSFERS</u>	<u>BUDGET</u>
<b>TOTAL SOCIAL WORK SERVICES</b>							<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
199 E 33 6399 00 101 0 99 0 00	GENERAL	HEALTH	GENERAL SUPP		GE	UNDISTRIB	\$800	\$0	\$395	\$1,195
199 E 33 6411 00 101 0 99 0 00	GENERAL	HEALTH	TRAVEL		GE	UNDISTRIB	\$700	\$0	(\$395)	\$305
199 E 33 6411 00 102 0 99 0 00	GENERAL	HEALTH	TRAVEL		PNE	UNDISTRIB	\$400	\$0	\$125	\$525
199 E 33 6498 00 999 0 99 0 99	GENERAL	HEALTH	MISC. COST			UNDISTRIB	<u>\$795</u>	<u>\$0</u>	<u>(\$125)</u>	<u>\$670</u>
<b>TOTAL HEALTH SERVICES</b>							<b><u>\$2,695</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$2,695</u></b>
199 E 34 6219 03 937 0 99 0 00	GENERAL	TRANS	PROFESSIONAL	Enterprise Le	TRANS	UNDISTRIB	\$10,000	\$0	(\$10,000)	\$0
199 E 34 6269 00 937 0 99 0 00	GENERAL	TRANS	RENTAL & LEA		TRANS	UNDISTRIB	\$1,760	\$30,000	\$0	\$31,760
199 E 34 6311 00 937 0 23 0 00	GENERAL	TRANS	FUEL		TRANS	SP ED	\$25,000	\$0	\$5,000	\$30,000
199 E 34 6311 00 937 0 99 0 00	GENERAL	TRANS	FUEL		TRANS	UNDISTRIB	\$80,000	\$0	\$3,000	\$83,000
199 E 34 6315 00 937 0 23 0 00	GENERAL	TRANS	VEHICLES-UPK		TRANS	SP ED	\$20,000	\$0	\$10,000	\$30,000
199 E 34 6315 00 937 0 99 0 00	GENERAL	TRANS	VEHICLES-UPK		TRANS	UNDISTRIB	\$100,000	\$0	\$20,000	\$120,000
199 E 34 6425 00 937 0 23 0 00	GENERAL	TRANS	PROPERTY INS		TRANS	SP ED	\$2,200	\$0	\$710	\$2,910
199 E 34 6426 00 937 0 23 0 00	GENERAL	TRANS	LIABILITY INS		TRANS	SP ED	\$3,800	\$0	\$1,110	\$4,910
199 E 34 6426 00 937 0 99 0 00	GENERAL	TRANS	LIABILITY INS		TRANS	UNDISTRIB	\$20,000	\$0	\$5,200	\$25,200
199 E 34 6631 00 937 0 99 0 00	GENERAL	TRANS	VEHICLES >5,		TRANS	UNDISTRIB	<u>\$1,250,000</u>	<u>(\$239,500)</u>	<u>(\$132,020)</u>	<u>\$878,480</u>
<b>TOTAL TRANSPORTATION</b>							<b><u>\$1,512,760</u></b>	<b><u>(\$209,500)</u></b>	<b><u>(\$97,000)</u></b>	<b><u>\$1,206,260</u></b>
199 E 36 6118 00 999 0 99 0 99	GENERAL	CO-CURR	EXTRA DUTY P			UNDISTRIB	\$17,500	\$0	(\$17,500)	\$0
199 E 36 6118 12 001 0 99 0 00	GENERAL	CO-CURR	EXTRA DUTY P	ACCOMP CH	PNGHS	UNDISTRIB	\$3,000	\$0	(\$2,000)	\$1,000
199 E 36 6118 95 873 0 91 0 91	GENERAL	CO-CURR	EXTRA DUTY P	CONDITIONI	ATHLETIC D	ATH	\$20,000	\$0	(\$3,000)	\$17,000
199 E 36 6119 03 101 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	INCREMENT	GE	UNDISTRIB	\$0	\$6,500	\$0	\$6,500
199 E 36 6119 03 102 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	INCREMENT	PNE	UNDISTRIB	\$0	\$8,000	\$0	\$8,000

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199 E 36 6141 00 999 0 99 0 99	GENERAL	CO-CURR	SOC SEC & M			UNDISTRIB	\$10,000	\$0	(\$10,000)	\$0	
199 E 36 6219 15 042 0 99 0 00	GENERAL	CO-CURR	PROFESSIONAL	ACCOM PNM	PNM	UNDISTRIB	\$900	\$0	\$70	\$970	
199 E 36 6249 07 873 0 91 0 91	GENERAL	CO-CURR	MAINT. REPAI	REPAIR	ATHLETIC D	ATH	\$42,000	\$0	\$5,000	\$47,000	
199 E 36 6399 16 101 0 99 0 00	GENERAL	CO-CURR	GENERAL SUPP	U.I.L.	GE	UNDISTRIB	\$0	\$1,000	\$1,000	\$2,000	
199 E 36 6399 16 102 0 99 0 00	GENERAL	CO-CURR	GENERAL SUPP	U.I.L.	PNE	UNDISTRIB	\$0	\$1,000	\$1,000	\$2,000	
199 E 36 6399 20 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	FOOTBALL	ATHLETIC D	ATH	\$52,250	\$0	\$1,905	\$54,155	
199 E 36 6399 24 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	POWER LIFTI	ATHLETIC D	ATH	\$1,900	\$0	(\$1,000)	\$900	
199 E 36 6399 26 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	BASKETBALL	ATHLETIC D	ATH	\$7,220	\$0	(\$1,000)	\$6,220	
199 E 36 6399 27 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	TRACK-BOYS	ATHLETIC D	ATH	\$7,220	\$0	(\$2,400)	\$4,820	
199 E 36 6399 37 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	CONTINGENI	ATHLETIC D	ATH	\$10,000	\$0	(\$10,000)	\$0	
199 E 36 6399 40 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	POWERLIFT (	ATHLETIC D	ATH	\$1,800	\$0	(\$500)	\$1,300	
199 E 36 6399 53 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SWIMMING	ATHLETIC D	ATH	\$1,500	\$0	(\$600)	\$900	
199 E 36 6399 89 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SPORTS-BOY	ATHLETIC D	ATH	\$0	\$0	\$32,523	\$32,523	
199 E 36 6399 90 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	SPORTS-GIRL	ATHLETIC D	ATH	\$0	\$0	\$12,500	\$12,500	
199 E 36 6399 95 873 0 91 0 91	GENERAL	CO-CURR	GENERAL SUPP	CONDITIONI	ATHLETIC D	ATH	\$9,500	\$0	(\$1,905)	\$7,595	
199 E 36 6411 18 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL	COACHES-BC	ATHLETIC D	ATH	\$19,000	\$0	\$2,000	\$21,000	
199 E 36 6412 21 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	BASEBALL	ATHLETIC D	ATH	\$15,570	\$0	(\$9,500)	\$6,070	
199 E 36 6412 24 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	POWER LIFTI	ATHLETIC D	ATH	\$3,490	\$0	(\$1,223)	\$2,267	
199 E 36 6412 27 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TRACK-BOYS	ATHLETIC D	ATH	\$9,000	\$0	(\$5,000)	\$4,000	
199 E 36 6412 28 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TRACK-GIRLS	ATHLETIC D	ATH	\$7,000	\$0	(\$2,500)	\$4,500	
199 E 36 6412 29 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	TENNIS-BOY:	ATHLETIC D	ATH	\$3,200	\$0	(\$1,500)	\$1,700	
199 E 36 6412 32 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	GOLF-GIRLS	ATHLETIC D	ATH	\$8,190	\$0	(\$3,000)	\$5,190	
199 E 36 6412 33 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SOCCER-BOY	ATHLETIC D	ATH	\$4,410	\$0	(\$2,200)	\$2,210	
199 E 36 6412 34 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SOCCER-GIRI	ATHLETIC D	ATH	\$4,410	\$0	\$900	\$5,310	
199 E 36 6412 37 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	CONTINGENI	ATHLETIC D	ATH	\$10,290	\$0	(\$5,000)	\$5,290	
199 E 36 6412 52 001 0 99 0 00	GENERAL	CO-CURR	TRAVEL-STU	ACTIVITIES	PNGHS	UNDISTRIB	\$65,000	\$0	\$12,500	\$77,500	
199 E 36 6412 53 873 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	SWIMMING	ATHLETIC D	ATH	\$700	\$0	\$400	\$1,100	
199 E 36 6412 64 041 0 99 0 00	GENERAL	CO-CURR	TRAVEL-STU	BAND	GM	UNDISTRIB	\$3,000	\$0	\$2,000	\$5,000	
199 E 36 6412 68 041 0 91 0 91	GENERAL	CO-CURR	TRAVEL-STU	BOYS	GM	ATH	\$1,000	\$0	\$500	\$1,500	
199 E 36 6495 52 001 0 99 0 00	GENERAL	CO-CURR	DUES	ACTIVITIES	PNGHS	UNDISTRIB	\$4,250	\$0	\$3,250	\$7,500	
199 E 36 6495 64 041 0 99 0 00	GENERAL	CO-CURR	DUES	BAND	GM	UNDISTRIB	\$500	\$0	(\$70)	\$430	

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<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>		
199 E 36 6497 52 870 0 22 0 00	GENERAL	CO-CURR	MISC COST	ACTIVITIES	VOC	C & T	\$29,350	\$0	(\$6,500)	\$22,850		
199 E 36 6497 63 999 0 99 0 99	GENERAL	CO-CURR	MISC COST	CONTINGENCY		UNDISTRIB	\$10,000	\$0	\$100	\$10,100		
199 E 36 6499 38 873 0 91 0 91	GENERAL	CO-CURR	MISC	BOYS TOURN	ATHLETIC D	ATH	\$5,000	\$0	(\$750)	\$4,250		
199 E 36 6499 44 873 0 91 0 91	GENERAL	CO-CURR	MISC	GAME EXPE	ATHLETIC D	ATH	\$3,000	\$0	\$1,000	\$4,000		
199 E 36 6499 49 873 0 91 0 91	GENERAL	CO-CURR	MISC	GAME EXPE	ATHLETIC D	ATH	\$135,000	\$0	(\$3,500)	\$131,500		
199 E 36 6639 00 873 0 91 0 91	GENERAL	CO-CURR	F & E > \$5,0		ATHLETIC D	ATH	\$0	\$0	\$86,000	\$86,000		
199 E 36 6649 00 873 0 91 0 91	GENERAL	CO-CURR	CAPITAL <5,0		ATHLETIC D	ATH	<u>\$10,000</u>	<u>\$0</u>	<u>(\$2,000)</u>	<u>\$8,000</u>		
<b>TOTAL ATHLETICS</b>							<b><u>\$536,150</u></b>	<b><u>\$16,500</u></b>	<b><u>\$70,000</u></b>	<b><u>\$622,650</u></b>		
199 E 41 6122 75 720 0 99 0 00	GENERAL	GEN ADM	SUB SUPPORT	SUB PAY	ADMIN	UNDISTRIB	\$5,000	\$0	(\$5,000)	\$0		
199 E 41 6141 00 999 0 99 0 00	GENERAL	GEN ADM	SOC.SEC. & M			UNDISTRIB	\$5,000	\$0	(\$5,000)	\$0		
199 E 41 6212 00 750 0 99 0 00	GENERAL	GEN ADM	AUDIT		GEN ADMIN	UNDISTRIB	\$19,000	\$0	(\$1,000)	\$18,000		
199 E 41 6219 14 701 0 99 0 00	GENERAL	GEN ADM	PROFESSIONAL	CONSULTING	SUPT	UNDISTRIB	\$27,000	\$0	(\$16,200)	\$10,800		
199 E 41 6219 16 750 0 99 0 00	GENERAL	GEN ADM	PROFESSIONAL	STUDY	GEN ADMIN	UNDISTRIB	\$0	\$0	\$42,000	\$42,000		
199 E 41 6299 00 999 0 99 0 00	GENERAL	GEN ADM	MISC CONT			UNDISTRIB	\$0	\$0	\$3,000	\$3,000		
199 E 41 6399 25 750 0 99 0 00	GENERAL	GEN ADM	GENERAL SUPP	BUSINESS OF	GEN ADMIN	UNDISTRIB	\$10,000	\$0	(\$1,000)	\$9,000		
199 E 41 6399 27 750 0 99 0 00	GENERAL	GEN ADM	GENERAL SUPP	BUSINESS OF	GEN ADMIN	UNDISTRIB	\$3,300	\$0	(\$2,800)	\$500		
199 E 41 6411 00 750 0 99 0 00	GENERAL	GEN ADM	TRAVEL		GEN ADMIN	UNDISTRIB	\$10,000	\$0	(\$1,000)	\$9,000		
199 E 41 6439 00 702 0 99 0 00	GENERAL	GEN ADM	ELECTION COS		BOARD	UNDISTRIB	\$50,000	\$0	(\$17,000)	\$33,000		
199 E 41 6491 00 701 0 99 0 00	GENERAL	GEN ADM	PUBLIC NOTICE		SUPT	UNDISTRIB	\$3,000	\$0	(\$1,000)	\$2,000		
199 E 41 6491 00 750 0 99 0 00	GENERAL	GEN ADM	PUBLIC NOTICE		GEN ADMIN	UNDISTRIB	<u>\$0</u>	<u>\$0</u>	<u>\$5,000</u>	<u>\$5,000</u>		
<b>TOTAL ADMINISTRATION</b>							<b><u>\$132,300</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$132,300</u></b>		
199 E 51 6249 11 936 0 99 0 00	GENERAL	MAINT	MAINT. REPAIR	TELEPHONE	MAINT	UNDISTRIB	\$13,100	\$0	\$650	\$13,750		

						<b>AUGUST</b>				
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>
199 E 51 6259 10 936 0 99 0 00	GENERAL	MAINT	UTILITIES	WATER & SE	MAINT	UNDISTRIB	\$105,000	\$0	(\$650)	\$104,350
199 E 51 6259 12 936 0 99 0 00	GENERAL	MAINT	UTILITIES	ELECTRICITY	MAINT	UNDISTRIB	\$1,250,000	\$0	(\$35,000)	\$1,215,000
199 E 51 6259 13 936 0 99 0 00	GENERAL	MAINT	UTILITIES	GAS	MAINT	UNDISTRIB	\$100,000	\$0	\$35,000	\$135,000
199 E 51 6269 00 936 0 99 0 00	GENERAL	MAINT	RENTAL & LEA		MAINT	UNDISTRIB	\$1,600	\$82,000	\$0	\$83,600
199 E 51 6299 00 936 0 99 0 00	GENERAL	MAINT	MISC CONT		MAINT	UNDISTRIB	\$200,000	\$0	\$75,200	\$275,200
199 E 51 6316 00 935 0 99 0 00	GENERAL	MAINT	SUPPLIES		ADMIN MAIN	UNDISTRIB	\$1,800	\$0	\$500	\$2,300
199 E 51 6316 14 999 0 99 0 99	GENERAL	MAINT	SUPPLIES	CONTINGENCY		UNDISTRIB	\$10,000	\$0	(\$500)	\$9,500
199 E 51 6317 00 936 0 99 0 00	GENERAL	MAINT	SUPPLIES		MAINT	UNDISTRIB	\$150,000	\$0	(\$8,293)	\$141,707
199 E 51 6317 16 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	AC & HEATIN	MAINT	UNDISTRIB	\$125,000	\$0	(\$14,000)	\$111,000
199 E 51 6317 18 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	CARPENTRY	MAINT	UNDISTRIB	\$25,000	\$0	(\$2,000)	\$23,000
199 E 51 6318 21 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	GROUNDS	MAINT	UNDISTRIB	\$7,000	\$0	(\$5,236)	\$1,764
199 E 51 6318 22 936 0 99 0 00	GENERAL	MAINT	SUPPLIES	ATHLETIC GR	MAINT	UNDISTRIB	\$45,000	\$0	(\$10,260)	\$34,740
199 E 51 6411 00 936 0 99 0 00	GENERAL	MAINT	TRAVEL		MAINT	UNDISTRIB	\$2,000	\$0	(\$411)	\$1,589
199 E 51 6631 00 936 0 99 0 00	GENERAL	MAINT	VEHICLES >5,		MAINT	UNDISTRIB	\$128,000	(\$128,000)	\$0	\$0
199 E 51 6639 00 936 0 99 0 00	GENERAL	MAINT	F & E > \$5,0		MAINT	UNDISTRIB	<u>\$29,000</u>	<u>\$200,000</u>	<u>(\$8,000)</u>	<u>\$221,000</u>
<b>TOTAL MAINTENANCE</b>							<b><u>\$2,192,500</u></b>	<b><u>\$154,000</u></b>	<b><u>\$27,000</u></b>	<b><u>\$2,373,500</u></b>
199 E 52 6219 01 877 0 99 0 00	GENERAL	SECURITY	PROFESSIONAL E SRO		SECURITY	UNDISTRIB	\$194,500	\$0	(\$6,690)	\$187,810
199 E 52 6219 02 877 0 99 0 00	GENERAL	SECURITY	PROFESSIONAL E CURR		SECURITY	UNDISTRIB	\$15,000	\$0	\$7,900	\$22,900
199 E 52 6411 00 877 0 99 0 00	GENERAL	SECURITY	TRAVEL		SECURITY	UNDISTRIB	<u>\$3,000</u>	<u>\$0</u>	<u>(\$1,210)</u>	<u>\$1,790</u>
<b>TOTAL SECURITY</b>							<b><u>\$212,500</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$212,500</u></b>
199 E 53 6269 00 874 0 99 0 00	GENERAL	DATA PR	RENTAL & LEA		TECHNOLOGY	UNDISTRIB	\$0	\$12,000	\$0	\$12,000

							<b>AUGUST</b>			
<u>ACCOUNT NUMBER</u>	<u>FUND</u>	<u>FUNCTION</u>	<u>OBJECT</u>	<u>SUB-OBJECT</u>	<u>ORGANIZATION</u>	<u>PROGRAM</u>	<u>2018-19 ORIGINAL BUDGET</u>	<u>2018-19 BUDGET AMENDMENT</u>	<u>2018-19 BUDGET TRANSFERS</u>	<u>2018-19 REVISED BUDGET</u>
199 E 53 6399 00 874 0 99 0 00	GENERAL	DATA PR	GENERAL SUPP		TECHNOLOGY	UNDISTRIB	\$7,000	\$0	(\$600)	\$6,400
199 E 53 6399 11 874 0 99 0 00	GENERAL	DATA PR	GENERAL SUPP	SKYWARD M	TECHNOLOGY	UNDISTRIB	<u>\$90,000</u>	<u>\$0</u>	<u>\$600</u>	<u>\$90,600</u>
<b>TOTAL DATA PROCESSING</b>							<b><u>\$97,000</u></b>	<b><u>\$12,000</u></b>	<b><u>\$0</u></b>	<b><u>\$109,000</u></b>
199 E 71 6512 00 937 0 99 0 00	GENERAL	DBT SVC	CAP LEASE PR		TRANS	UNDISTRIB	\$81,000	(\$81,000)	\$0	\$0
199 E 71 6522 00 937 0 99 0 00	GENERAL	DBT SVC			TRANS	UNDISTRIB	<u>\$43,000</u>	<u>(\$43,000)</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL DEBIT SERVICES</b>							<b><u>\$124,000</u></b>	<b><u>(\$124,000)</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>TOTAL CONSTRUCTION</b>							<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>CONT. INST. SVCS.\PUBLIC SCHLS</b>							<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>GRAND TOTAL ALL EXPENDITURE ADJUSTMENTS</b>								<b><u>(\$151,000)</u></b>	<b><u>\$0</u></b>	

















# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Resolution Committing Fund Balance in Accordance with GASB 54 including designations thereto

### **Background Information:**

The Governmental Accounting Standards Board (GASB) released Statement 54 -"Fund Balance Reporting and Governmental Fund Type Definitions" on March 11, 2009 which is effective for fiscal year ending (June 30, 2011 or August 31, 2011). This new Statement is intended to improve the usefulness of the amount reported in fund balance by providing more structured classification. This Statement applies to fund balance reported in the General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund and Permanent Fund. This Statement does not apply to Enterprise Funds, Internal Service Funds, and extremely restricted reserves.

Currently fund balance is classified as "reserved" or "unreserved." Unreserved fund balance may be further allocated into designated and undesignated. GASB 54 will change how fund balance is reported. The hierarchy of five possible GASB 54 classifications is as follows:

- **Non-spendable Fund balance** includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually (principal endowment) (e.g, inventory, pre-paid items, permanent scholarships).
- **Restricted Fund Balance** includes amounts constrained for a specific purpose by external parties (e.g. Debt Service, Capital Projects, State and Federal Grant Funds).
- **Committed Fund Balance** includes amounts constrained for a specific purpose by a government using its highest level of decision making authority (e.g. Major Maintenance, Capital Replacement Reserve, Land, Hail Reserve, and Campus Activity Funds).
- **Assigned Fund Balance** includes general fund amounts constrained for a specific purpose by a governing board or by an official that has been delegated authority to assign amounts.
- **Unassigned Fund Balance** is the residual classification for the general fund.

In addition, governments will be required to disclose more information in the notes to financial statements about amounts reported in fund balance as follows:

- Description of authority and actions that lead to committed or assigned fund balance
- Government's policy regarding order in which restricted, committed, assigned, and unassigned amounts are spent (contained in attached resolution)
- Description of formally adopted minimum fund balance policies (contained in attached resolution)
- The purpose of each major special revenue fund
- Encumbrances, if significant

**Recommendation:** It is recommended that the Board approve the resolution committing fund balances in Accordance with GASB 54 regulations as attached.

**Resource Personnel:** Sheri Drawhorn, Business Manager

**Port Neches-Groves Independent School District**  
**Resolution of the Port Neches-Groves Independent School District Board of Trustees**  
**Establishing Fund Balance Policies as required by GASB 54**

**WHEREAS**, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15,2010, and

**WHEREAS**, Port Neches-Groves Independent School District ("PN-GISD") elects to implement GASB 54 requirements, and to apply such requirements to its financial statements beginning with the current September 1, 2019 - August 31, 2020 fiscal year; and

**NOW THEREFORE BE IT RESOLVED THAT** Port Neches-Groves Independent School District hereby adopts the following policy:

**FUND BALANCE POLICY**

Fund balance measures the net financial resources available to finance expenditures of future periods.

The District's Unassigned General Fund Balance will be maintained to provide the District with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The Unassigned General Fund Balance may only be appropriated by resolution of the Board of Trustees.

Fund Balance of the District may be committed for a specific source by formal action of the Port Neches-Groves ISD Board of Trustees. Amendments or modifications of the committed fund balance must also be approved by formal action of the Port Neches-Groves ISD Board of Trustees.

When it is appropriate for fund balance to be assigned, the Board delegates authority to the Superintendent or the Business Manager.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

**NOW THEREFORE BE IT RESOLVED** that Port Neches-Groves ISD Board of Trustees commits the following portions of its projected September 1, 2019, General Fund Balance of \$21,528,000 forward, as follows:

\$12,134,560 is committed for three months operating expenditures as set forth by board policy.

\$675,000 is committed for construction and \$424,200 is committed for equipment.

**AND BE IT RESOLVED** that Port Neches-Groves ISD's financial goal is to have a sufficient balance in the operating fund with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing.

The above Resolution is adopted this 12th day of August, 2019.

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Scott Bartlett  
Board President

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Eric Sullivan  
Board Secretary

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
BOARD DOCUMENT**

**MEETING DATE:** August 12, 2019

**AGENDA ITEM:** Second Reading and Final Approval of LOCAL Policies in  
TASB Localized Policy Manual Update 113

Update 113 focuses on updating (LEGAL) policies affected by changes in administrative rules and commissioner of education rulings. Several (LOCAL) policies have been updated as well to better align with these changes and for organization and restructuring purposes. LOCAL policy changes are listed below:

- BBE(LOCAL): BOARD MEMBERS - AUTHORITY
- BDD(LOCAL): BOARD INTERNAL ORGANIZATION - ATTORNEY
- BJCD(LOCAL): SUPERINTENDENT - EVALUATION
- CI(LOCAL): SCHOOL PROPERTIES DISPOSAL
- CO(LOCAL): FOOD AND NUTRITION MANAGEMENT
- COA(LOCAL): FOOD AND NUTRITION MANAGEMENT - PROCUREMENT
- COB(LOCAL): FOOD AND NUTRITION MANAGEMENT - FREE AND REDUCED-PRICE MEALS
- CRB(LOCAL): INSURANCE AND ANNUITIES MANAGEMENT - LIABILITY INSURANCE
- EHBA(LOCAL): SPECIAL PROGRAMS - SPECIAL EDUCATION
- EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING
- FNF(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - INVESTIGATIONS AND SEARCHES

**Recommendation:** It is recommended that the Board of Trustees approve the second reading and give final approval of LOCAL policies as recommended by TASB Policy Service for TASB Localized Policy Manual Update 113.

**Resource Personnel:** Dr. Mike Gonzales, Superintendent

# Vantage Points

## A Board Member's Guide to Update 113

**Please note:** *Vantage Points* is an executive summary, prepared specifically for board members, of the TASB Localized Update. The topic-by-topic outline and brief descriptions focus on key issues to help local officials understand changes found in the policies. The description of policy changes in *Vantage Points* is highly summarized. Please pay careful attention to the more detailed, district-specific Explanatory Notes and the policies in the localized update packet.

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

For more information about Policy Service, visit [our website](#).<sup>1</sup>

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

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Update 113 focuses on updating (LEGAL) policies affected by changes in administrative rules and commissioner of education rulings. Several (LOCAL) policies have been updated as well to better align with these changes and for organization and restructuring purposes.

## **Accountability**

Legal policies in the AI series, which covers accountability, were revised to include:

- The commissioner of education’s award of campus distinctions [see AIA(LEGAL)];
- Local accountability campus performance ratings [see AIA(LEGAL)];
- Districts’ obligations regarding the annual performance report and the Texas Academic Performance Report (TAPR) [see AIB(LEGAL)];
- Procedures regarding interventions and sanctions [see AIC(LEGAL)]; and
- Procedures for districts applying to receive a Title I, Part A subgrant [see AID(LEGAL)].

## **Board Items**

BBBD(LEGAL) was updated to include legal provisions explaining disclosure requirements for political advertising, and BBE(LEGAL) was revised to add two offenses addressing a board member’s misuse of government records and information.

### ***BBE(LOCAL) POLICY CONSIDERATIONS***

Recommended revisions to this local policy on board members’ authority require district staff to remind board members who are provided access to confidential records or reports that they must comply with the district’s applicable information security controls.

### ***BDD(LOCAL) POLICY CONSIDERATIONS***

Updates to this policy on the board’s legal counsel are recommended to reflect common practices. The first change reflects the use of an engagement letter by law firms rather than a written agreement or contract to establish the fees and expenses for services. The second revision clarifies that the board president or designee, not just the superintendent, may obtain and report legal advice to the board.

Revisions to BDF(LEGAL) and BF(LEGAL) match statutory language regarding requirements for the school health advisory committee (SHAC) and student achievement improvement plans.

**Superintendent  
Evaluation**

The updates to BJCD(LEGAL) reflect a change in the Administrative Code that allows the completion of the Lone Star Governance superintendent evaluation to satisfy the commissioner of education’s superintendent appraisal process.

***BJCD(LOCAL) POLICY CONSIDERATIONS***

An updated Administrative Code rule spurred the deletion from this policy of specifics regarding the superintendent’s evaluation instrument and the list of board objectives for conducting the evaluation. Recommended changes clarify that the superintendent may request an open meeting for the evaluation despite the typical practice of a closed meeting. For more information and resources on the superintendent’s evaluation, visit TASB’s [Leadership Team Services website](#).<sup>2</sup>

**District  
Operations**

Provisions from the Office of Management and Budget (OMB) Uniform Guidance that address federal awards to non-federal entities were added to CBB(LEGAL). CDA(LEGAL) was revised to better match statutory language regarding districts’ ability to take certain investment actions. A note was added to CDB(LEGAL) regarding the disposal of real property acquired with federal funds, and details from statute regarding public facility corporations and facilities and infrastructure partnerships were added to CDH(LEGAL).

Details from law regarding salary deductions were added to CFEA(LEGAL). Policy CG(LEGAL) was deleted since the content on bonded employees and officers is covered in other codes. Language regarding offenses pertaining to firearms on buses was deleted from CNC(LEGAL) since it is included at GKA(LEGAL).

**School  
Properties  
Disposal**

***CI(LOCAL) POLICY CONSIDERATIONS***

Recommended revisions to this local policy clarify the scope of the superintendent’s authority to dispose of district property, including district vehicles and other personal property. An additional statement is recommended to clarify that instructional materials must be disposed of in accordance with law. A final recommended change clarifies that property obtained with federal funds or as federal surplus must be managed in accordance with federal law.

**Food Services  
Management**

***CO SERIES (LOCAL) POLICY CONSIDERATIONS***

Several recommended revisions were made to the CO series of local policies dealing with food and nutrition management. For all districts, recommended changes to CO(LOCAL) reflect that the superintendent is authorized to develop regulations on food donation programs, which might include a sharing table or selling leftovers. Additional guidance on these types of programs is available from the Texas Department of Agriculture. Since the USDA recommends serving a meal to all students, regardless of exhausted meal accounts or insufficient funds, provisions specifically referencing alternate or reimbursable meals are recommended for deletion from policies that had that language. Provisions on meal charges are recommended for removal for those districts participating in a federal meal program that provides free meals to all students.

New policy COA(LOCAL) is recommended for inclusion in the district's manual to comply with state and federal procurement rules on the use of child nutrition funds. This policy was issued to all districts that receive federal funds for nutrition. The text assigns responsibility to the superintendent to oversee the use of child nutrition funds to procure goods and services and to develop and enforce financial management systems and other procedures to comply with state and federal requirements. Other provisions authorize the superintendent to determine whether the district will specify a geographical preference when procuring unprocessed, locally grown products.

New policy COB(LOCAL) is recommended for inclusion in the district's manual to address elements of the federal free and reduced-price meal programs. The policy provisions vary depending on whether the district participates in CEP or Provision 2. New text issued to all districts addresses student and parent appeals regarding eligibility for free or reduced-price meal programs and allegations of discrimination in school meal programs, as reflected in COB(LEGAL).

**Records  
Management and  
Insurance**

The criminal offenses of tampering with or knowingly or intentionally destroying governmental records were moved from BBE(LEGAL) to CPC(LEGAL). These offenses apply to district employees as well as board members.

Changes to CR(LEGAL), on insurance and annuities management, were made to more closely align the policy with law. The policy addressing the various types of purchased insurance, CRB(LOCAL), was deleted because typically these types of decisions are made during the budget process and there is no requirement to reflect these decisions in board policy. To better match details in statute, CRF(LEGAL) was revised to provide more information about reasonable assurance for unemployment insurance.

## Employment

DEC(LEGAL) was updated with recent case law on retaliatory discharge and absence control. Factors that SBEC considers when determining whether an educator had good cause to abandon a contract were added to DFE(LEGAL).

## Students

For those districts that had them, the following LOCAL policies were deleted because their content is more appropriately addressed in administrative regulations:

- ED, Organization of Instruction.
- EEA, Instructional Arrangements: Grouping for Instruction.
- EEB, Instructional Arrangements: Class Size.
- EFC, Instructional Resources: Community Instructional Resources.
- EFD, Instructional Resources: Field Trips. Any board-level provisions regarding field trips that districts wish to retain are now at FMG, addressing student travel.
- EHBA, Special Programs: Special Education.
- EHBL, Special Programs: High School Equivalency.

## Special Education Video and Audio Monitoring

### ***EHBAF(LOCAL) POLICY CONSIDERATIONS***

Updated Administrative Code rules resulted in recommended changes to this policy on special education video and audio monitoring, including:

- Clarification that requests for cameras to be installed the following school year must be made in writing;
- An affirmative statement that districts must operate the installed cameras during the instructional day when one or more students are in the classroom;
- Clarification regarding student clothing changing areas to match the rules;
- Reference to “release” of video recordings as allowed by law; and
- New language granting parents, staff members, or district administrators an expedited review by TEA of certain complaints.

EHBAF(LEGAL) has also been updated to reflect these new Administrative Code rules.

**Special Programs**

Changes to EHB(LLEGAL) reflect district participation information under the Carl D. Perkins Career and Technical Education Act. Changes to EHBI(LLEGAL) reflect and refer to updated Administrative Rules on adult education.

**State Assessment and Partnership Charters**

The policy on state assessments, EKB(LLEGAL), was updated to reflect amended rules regarding the substitute assessments used to satisfy end-of-course graduation requirements. New rules on partnership charters required changes to ELA(LLEGAL).

**Investigations and Searches**

The table of contents for the F Section of the manual was revised to reflect the new title for FNF(LLOCAL), now Investigations and Searches. Revisions to FFG(LLEGAL) add details on disciplinary actions that SBEC can take against an educator who fails to comply with child abuse and neglect reporting requirements.

***FNF(LLOCAL) POLICY CONSIDERATIONS***

This local policy on student investigations and searches has been updated to reflect current case law and common practices, including:

- Clarifying that students may not refuse to answer questions from district officials about their own conduct or another student's conduct on the grounds that it would incriminate them;
- Adding a statement that reminds students there is no expectation of privacy in district property and such property may be searched at any time without notice;
- Adding general search provisions that outline the district's authority to conduct searches of students and their belongings;
- Language permitting the district to conduct metal detector searches; and
- Deleting the details of random drug-testing programs to avoid conflict between policy and administrative procedures. If districts have questions about this change, they should contact their policy consultant.

FNF(LLEGAL) was also updated to include case law on intrusive searches.

**Student Discipline**

Existing statutory provisions regarding the required conference, appeals, and placement length for a student being removed from class by a teacher were added to FOA(LLEGAL). FODA(LLEGAL) was revised to include existing statutory provisions on juvenile justice alternative education programs in counties

with certain populations. Provisions on manifestation determinations for students with disabilities were updated in FOF(LEGAL) to add existing statutory detail.

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<sup>1</sup> TASB Policy Service website: <https://www.tasb.org/services/policy-service.aspx/>

<sup>2</sup> TASB Leadership Team Services' Superintendent Evaluation web page: <https://www.tasb.org/services/leadership-team-services/resources/superintendent-evaluation.aspx>



## (LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)

Policies recommended for deletion are not included. If you want to include the text of these policies in the information given to the Board, you may download them from *Policy On Line*.

Annotations are shown as follows.

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

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**Note:** While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

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

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

**Board Authority**

The Board has final authority to determine and interpret the policies that govern the schools and, subject to the mandates and limits imposed by state and federal authorities, has complete and full control of the District. Board action shall be taken only in meetings that comply with the Open Meetings Act. [See BE(LEGAL)]

**Transacting  
Business**

When a proposal is presented to the Board, the Board shall hold a discussion and reach a decision. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board binding upon each member.

**Individual Authority  
for Committing the  
Board**

Board members as individuals shall not exercise authority over the District, its property, or its employees. Except for appropriate duties and functions of the Board President, an individual member may act on behalf of the Board only with the express authorization of the Board. Without such authorization, no individual member may commit the Board on any issue. [See BDAA]

**Individual Access to  
Information**

An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the public in accordance with the Public Information Chapter of the Government Code. [See GBA]

Limitations

If a Board member is not acting in his or her official capacity, the Board member has no greater right to District records than a member of the public.

An individual Board member shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policy FL.

A Board member who is denied access to a record under this provision may ask the Board to determine whether the record should be provided or may file a request under the Public Information Act. [See GBAA]

Requests for  
Records

An individual Board member shall seek access to records or request copies of records from the Superintendent or other designated custodian of records, who shall respond within the time frames required by law. When a custodian of records other than the Superintendent provides access to records or copies of records to an individual Board member, the provider shall inform the Superintendent of the records provided.

In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one

BOARD MEMBERS  
AUTHORITY

BBE  
(LOCAL)

or more requests by any individual Board member for 200 or more pages of material in a 90-day period.

Requests for  
Reports

No individual Board member shall direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or other custodian of records regarding the preparation of reports shall be by Board action.

Confidentiality

At the time a Board member is provided access to ~~confidential~~ records or ~~te~~-reports ~~that are confidential or otherwise not subject to public disclosure [see GBA], compiled from such records,~~ the Superintendent or other District employee shall advise the Board member of the responsibility to comply with confidentiality requirements ~~and the District's information security controls.~~

**Referring  
Complaints**

If employees, parents, students, or other members of the public bring concerns or complaints to an individual Board member, he or she shall refer them to the Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policy. [See (LOCAL) policies at DGBA, FNG, and GF]

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

**Visits to District  
Facilities**

A Board member shall adhere to any posted requirements for visitors to first report to the main office of a District facility, including a school campus. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or District operations. [See also GKC]

The Board shall retain an attorney or attorneys, as necessary, to serve as the District's legal counsel and ~~representative~~~~representatives~~ in matters requiring legal services. Services to be performed and reasonable ~~fees and expenses~~~~compensation~~ to be paid by the ~~District~~~~Board~~ shall be set forth in ~~writing~~~~a written contract~~ between the Board and the attorney or attorneys.

~~Individual~~~~In accordance with the written contract, individual~~ Board members shall channel legal inquiries through the Superintendent, Board President, or Board's designee, as appropriate, when seeking advice or information from the District's legal counsel.

~~A staff request~~~~Staff shall submit requests~~ for legal advice from the District's legal counsel ~~must be submitted~~ through the Superintendent ~~or designee~~.

~~Advice from legal counsel shall be reported to the Board upon~~~~Upon~~ request of the Board or when deemed necessary by the Superintendent, ~~Board President, or Board's designee~~~~the Superintendent shall report advice from legal counsel~~.

SUPERINTENDENT  
EVALUATION

BJCD  
(LOCAL)

**Evaluation  
Instrument**

~~The instrument used to evaluate the Superintendent shall be based on the Superintendent's job description [see BJA(LOCAL)] and performance goals and shall be adopted by the Board.~~

**Written Evaluation**

The Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals.

The Board shall furnish the Superintendent with a copy of the completed evaluation and shall discuss its conclusions with the Superintendent in a closed meeting, unless the Superintendent requests that the discussion be open.

**Objectives**

~~The Board shall strive to accomplish the following objectives in conducting the Superintendent's written evaluation:~~

- ~~1. Clarify to the Superintendent his or her role, as seen by the Board.~~
- ~~2. Clarify to Board members the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives.~~
- ~~3. Foster an early understanding among new Board members of the evaluation process and the Superintendent's current performance objectives and priorities.~~
- ~~4. Develop and sustain a harmonious working relationship between the Board and the Superintendent.~~
- ~~5. Ensure administrative leadership for excellence in the District.~~

**Informal Evaluation**

The Board may at any time conduct and communicate oral evaluations to augment its written evaluations.

SCHOOL PROPERTIES DISPOSAL

CI  
(LOCAL)

The Superintendent~~Superintendent or designee~~ is authorized to declare District materials, equipment, ~~personal property such as vehicles~~, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, ~~personal property such as vehicles~~, and supplies for fair market value. If the unnecessary property has no value, the Superintendent~~Superintendent or designee~~ may dispose of such property according to administrative discretion.

Instructional materials shall be disposed of in accordance with law.  
[See CMD(LEGAL)]

Property~~Items~~ obtained with federal funds or as federal surplus shall be managed in accordance with~~according to~~ federal law~~regulations~~.

**Food**  
~~Donation~~~~Donations~~

The Superintendent shall be authorized to develop regulations for the District ~~campuses~~ to donate ~~or otherwise dispose of leftover~~ food in accordance with law.

**Meal Charges**

State Law

As established by the Board, a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase ~~meals for up to~~ ~~meals for up to~~ five school days. The Superintendent shall develop administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment; and
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student.

No fees or interest shall be charged by the District for meals purchased during the grace period.

Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which ~~reimbursable or alternate~~ meals shall be served to the student;
2. The District's efforts to minimize overt identification of the student; and
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.

FOOD AND NUTRITION MANAGEMENT  
PROCUREMENT

COA  
(LOCAL)

**Procurement**

The Superintendent shall oversee the use of federal child nutrition funds to procure appropriate goods and services necessary for providing food service to students and shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to comply with all state and federal requirements for use of these funds.

[See CO(LEGAL) and COA(LEGAL)]

Geographic  
Preference

The Board delegates to the Superintendent the authority to determine whether the District will apply a geographic preference when procuring unprocessed, locally grown or locally raised agricultural products and to:

1. Specify the types of products for which any geographic preference will be applied; and
2. Define the geographic area to be preferred for each applicable product.

FOOD AND NUTRITION MANAGEMENT  
FREE AND REDUCED-PRICE MEALS

COB  
(LOCAL)

**Eligibility Appeals**

The District shall provide a hearing process in compliance with U.S. Department of Agriculture (USDA) requirements for disputes about a student's eligibility for free or reduced-price meal programs. A parent or student may appeal the decision of the hearing official in accordance with FNG(LOCAL).

**Civil Rights  
Complaints**

A person alleging discrimination in school meal programs based on race, color, national origin, sex, age, or disability shall be informed of the procedures and right to file a complaint with the Texas Department of Agriculture (TDA) Food and Nutrition office and the USDA. Complaints received by District personnel shall be forwarded to TDA.

~~INSURANCE AND ANNUITIES MANAGEMENT  
LIABILITY INSURANCE~~

~~CRB  
(LOCAL)~~

~~**Trustees and  
Employees**~~

~~The District shall purchase insurance as provided in CRB(LEGAL) to fund the cost of litigation to protect the District, its employees, and Trustees who are exposed to individual liability by virtue of their official duties. [See CRB(LEGAL)]~~

~~**Tort Claims**~~

~~In addition, the District shall purchase insurance to protect the District and employees from liability under the Tort Claims Act. [See CRB(LEGAL)]~~

Port Neches-Groves ISD  
123908

SPECIAL PROGRAMS  
SPECIAL EDUCATION

EHBA  
(LOCAL)

~~The District shall participate in, and be governed by the policies of,  
the Special Education Cooperative for Golden Triangle Deaf, Visual  
Handicapped, Profoundly Handicapped – REACH.~~

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**Note:** Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

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To promote student safety, the District shall comply with requests for video and audio monitoring of certain self-contained special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The Superintendent~~The Superintendent~~ is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

### Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a self-contained classroom eligible for video surveillance may request [in writing](#) that a video camera be placed in the classroom by the end of the current school year or by the tenth business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the [requester](#)~~requestor~~ not later than the seventh business day after receipt of the request.

### Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

### Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when **one or more** students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the ~~requester~~ ~~requester~~ withdraws the request in writing and no request is submitted to continue the **surveillance**. **Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.**

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for ~~toileting or diapering a student or removing or~~ ~~changing~~ a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

**Retention of Recordings**

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

**Confidentiality of Recordings**

Video recordings made in accordance with this policy shall be confidential and shall only be ~~released~~ ~~accessed~~ or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;

2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;
3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate [Texas Education Agency](#) ~~TEA~~ or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items 2–~~through 4~~, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

#### Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within 48 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. [No later than ten District business days](#) ~~No later than ten District business days~~ after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

#### Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 [and 19 Ad-](#)

ministrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303., ~~including requesting an expedited review.~~

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF  
(LOCAL)

Questioning  
Students

District  
officials ~~Interrogation  
s~~

~~By Police Officials  
Authorities~~

~~Administrators, teachers, and other professional personnel~~ may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students may not refuse to answer questions based on ~~a have no claim to the~~ right not to incriminate themselves.

For provisions pertaining to student questioning by law enforcement officials or other ~~state or local governmental~~ ~~lawful~~ authorities, see GRA(LOCAL).

District Property  
Desks, Lockers and  
Vehicles

~~Students have full responsibility for the security of their~~ lockers, District-provided technology, and similar items are ~~the and for vehicles parked on school~~ property of the District and ~~It is the student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are~~ provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in District property. ~~not given to others.~~ Students shall be fully responsible for the security and contents of District property assigned to them. No student shall ~~not~~ place or, keep in a desk, locker, District-provided technology, or similar item ~~, or maintain~~ any article or material ~~that is forbidden by District policy in lockers or in vehicles parked on school property.~~

~~School officials may search lockers or vehicles parked on school property if there is reasonable cause to believe that they contain articles or materials~~ prohibited by law, District policy, or the Student Code of Conduct. Students shall be responsible for any prohibited ~~item~~ items found in ~~District their lockers or in vehicles parked on school~~ property provided to the student.

Searches in General

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and District policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner.

District officials may initiate a search in accordance with law, including, for example, based on reasonable suspicion, voluntary consent, or pursuant to District policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on District property.

Reasonable-  
Suspicion Searches

Searches should be reasonable at their inception and in scope. If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF  
(LOCAL)

the Student Code of Conduct, a District official may conduct a search in accordance with law and District regulations.

Suspicionless  
Searches

For purposes of this policy, a suspicionless search is a search carried out based on lawful security procedures, such as metal detector searches or random drug testing.

*Metal Detector  
Searches*

In order to maintain a safe and disciplined learning environment, the District reserves the right to subject students to metal detector searches when entering a District campus and at off-campus, school-sponsored activities.

~~If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit a search of the vehicle, the District may turn the matter over to local law enforcement officials.~~

**Use of Trained Dogs**

The District reserves the right to ~~shall use specially trained nonaggressive dogs to conduct screening for sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF(LEGAL), and alcohol. This program is implemented in response to drug and alcohol-related problems in District schools, with the objective of maintaining a safe school environment conducive to education.~~

Such ~~procedures visits to schools~~ shall be unannounced. ~~The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property.~~ The dogs shall not be used with students; however, students may be asked to leave personal belongings in an area that will be screened. If a dog alerts to ~~an item a locker, a vehicle, or an area item in a classroom,~~ it may be searched by ~~District officials school officials.~~ ~~Searches of vehicles shall be conducted as described above.~~

**Notice**

~~At the beginning of the school year, the District shall inform students of the District's policy on searches, as outlined above, and shall specifically notify students that:~~

- ~~1. Lockers may be sniffed by trained dogs at any time.~~
- ~~2. Vehicles parked on school property may be sniffed by trained dogs at any time.~~
- ~~3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.~~

~~4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.~~

**Parent Notification**

~~The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.~~

**Random Drug-  
Testing  
Program Policy**

**Scope**

The District requires ~~the~~ random drug-testing of any student in ~~grades 9-12~~ ~~grades 9-12~~ who chooses to ~~participate in school-sponsored extracurricular activities or request a permit to park a vehicle on school property.~~ ~~participate in school-sponsored extracurricular activities and/or any student who drives a motorized vehicle on any District campus.~~

~~The Superintendent~~ ~~Students~~ shall develop regulations for ~~be randomly tested throughout the~~ ~~implementation of~~ school year.

**Voluntary  
Participation**

~~A student who does not participate in any extracurricular activity or drive a motorized vehicle on any District campus may request to participate voluntarily in the District's random student drug-testing program.~~

~~Before voluntary participation is permitted, the student must properly complete and submit the District random drug-testing program participation agreement and consent form to the principal or principal's designee. If the student is under the age of 18, the student's parent or guardian shall also sign the form.~~

~~At any time, upon written request, a student participating on a voluntary basis may withdraw from the random drug-testing program that address the following~~ without consequence.

**Purpose**

~~The purposes of the drug-testing program are to:~~

- ~~1. Prevent injury, illness, and harm resulting from the use of illegal and performance-enhancing drugs or alcohol;~~
- ~~2. Help enforce a drug-free educational environment;~~
- ~~3. Deter student use of illegal and performance-enhancing drugs or alcohol; and~~
- ~~4. Educate students regarding the harm caused by the use of illegal and performance-enhancing drugs or alcohol.~~

**Distribution of Policy**

~~The District shall provide each parent and student a copy of the drug-testing policy and consent form prior to the student's participation extracurricular activities and/or driving a motorized vehicle on any District campus.~~

**Consent**

~~Before a student is eligible to participate in extracurricular activities and/or drive a motorized vehicle on any District campus, the student shall be required to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in extracurricular activities and/or drive a motorized vehicle on any District campus.~~

~~The consent form shall cover the period the student is enrolled in grades 9–12. Only one form shall be required for a student regardless of the number of extracurricular activities in which he or she participates.~~

**Withdrawal of  
Consent**

~~Unless the student submits a written request, or if the student is under 18, the student's parent or guardian submits a written request on a form provided by the District to withdraw the student from the drug-testing program, the student shall remain subject to random drug-testing even if he or she no longer participates in extracurricular activities or drives a motorized vehicle on District property.~~

**Effect of Withdrawal  
and Reinstatement**

~~A student who is required by policy to participate in the random drug-testing program and who withdraws from the program shall not be eligible to participate in either extracurricular activities and/or drive a motorized vehicle on any District campus unless the student is reinstated in the program.~~

~~Students withdrawing from the random drug-testing program shall not be reinstated until all of the following criteria have been met:~~

- ~~1.— A period of 90 school days have elapsed since the date of withdrawal from the program.~~
- ~~2.— The student has signed a new consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian has also signed the consent form.~~
- ~~3.— The student has been retested in the program and received a negative result.~~

**Use of Results**

~~Drug test results shall be used only to determine eligibility for participation in extracurricular activities and for driving a motorized vehicle on any District campus. Positive drug test results shall not be used to impose disciplinary sanctions or academic penalties.~~

~~Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A~~

~~student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.~~

### **Confidentiality**

~~The collection and coding of specimen samples shall be executed in a manner that ensures proper identification and total confidentiality.~~

~~Test results shall be made known to the Superintendent or designee, the student, and the parent or person otherwise in lawful control of the student. All other parties involved in a case of a confirmed positive test shall be notified only with respect to the level of the offense.~~

~~Test results shall be released only upon written request of a parent or person otherwise in lawful control of the student or to a student who is of legal age. Test results shall be destroyed within 60 days of when the student graduates or is no longer of school age.~~

~~The vendor, laboratory, and medical review officer (MRO) shall be prohibited from releasing any statistical information relating to the nature or rate of any positive tests that result from the testing program to any person, organization, news publication, or the media without the express written consent of the District. The vendor shall, however, provide the District with a report, at least once per semester, that includes the number of tests performed during the specified period, the rate of both positive and negative results, and a list of the substances identified from any positive specimens.~~

### **Testing Laboratory**

~~The District shall contract for drug-screening services through an independent laboratory that has met all standards for certification as established by the Substance Abuse and Mental Health Services Administration, and all testing shall be conducted by qualified laboratory personnel in accordance with accepted practices and procedures established by the contracted laboratory. Testing shall be accomplished by urinalysis using accepted immunological procedures; chain-of-custody documentation shall be maintained throughout the collection and testing processes.~~

### **Substances for Which Tests Are Conducted**

~~The District shall make available to students and parents a list of the exact substances for which tests will be conducted.~~

~~Students may be tested for the use of:~~

1. Covered activities and purpose of the program;
2. Written consent and confidentiality of results;
3. Testing procedures and collection process; and
4. Applicable consequences.

STUDENT RIGHTS AND RESPONSIBILITIES  
**INVESTIGATIONS** ~~INTERROGATIONS~~ AND SEARCHES

FNF  
(LOCAL)

**Appeal**

- ~~1.— Drugs that an individual may not buy, possess, or use without a prescription or sell or distribute under either federal or state law.~~
- ~~2.— Over the counter drugs that may be used in abusive manner.~~
- ~~3.— Performance-enhancing drugs.~~

**Collection Procedures**

~~Personnel from the drug testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for testing, a student shall be escorted to the school's testing site by a District employee and shall remain under employee supervision until the student provides a sample. Samples shall be produced by a student from behind a closed restroom stall. Personnel from the drug testing laboratory shall monitor the collection to ensure the validity of the sample. However, that person shall be positioned in such a way as to give the student his or her privacy during the collection process.~~

**Random Testing**

~~Random tests shall be conducted on as many as 30 dates throughout the school year.~~

~~No less than 20 students and no more than 35 students participating in the program shall be randomly selected for each random test date.~~

~~The drug testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.~~

**Refusal to Test or Tampering**

~~A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any.~~

~~If a student is absent on the day of the random test, a sample shall be collected on the next random testing date.~~

**Positive Test Results**

~~An initial positive test shall be confirmed by a second test of the same specimen before being reported as positive.~~

~~The student or parent shall have five school days following the notification of a positive result to provide a medical explanation for a positive result to the testing laboratory.~~

~~Upon receiving results of a positive drug test from the testing laboratory, the District shall schedule a meeting with the student, the student's parent if the student is under the age of 18, and the coach or sponsor of the extracurricular activity to discuss sanctions due to positive test results.~~

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS INTERROGATIONS AND SEARCHES

FNF  
(LOCAL)

<b>Consequences</b>	<p><del>Consequences of positive test results shall be cumulative through the student's enrollment in the District.</del></p> <p><del>A student who has a confirmed positive drug test shall be subject to the following consequences:</del></p>
<b>First Offense</b>	<p><del>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for 15 school days following the date the student and parent are notified of the test results.</del></p> <p><del>During the period of suspension, the student may participate in practices but not in any competitive activities.</del></p>
Retesting	<p><del>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</del></p>
Drug Abuse Prevention	<p><del>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</del></p>
<b>Second Offense</b>	<p><del>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for 45 school days following the date the student and parent are notified of the test results.</del></p>
Retesting	<p><del>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</del></p>
Drug Abuse Prevention	<p><del>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</del></p>
<b>Third Offense</b>	<p><del>The student shall be suspended from participation in any extracurricular activity and/or driving a motorized vehicle on any campus for one calendar year following the date the student and parent are notified of the test results.</del></p>
Retesting	<p><del>If the student wishes to return to participation in extracurricular activities, the student must be retested at the end of the period of suspension and have a negative test result.</del></p>
Drug Abuse Prevention	<p><del>The student shall be required to participate in a program of substance abuse counseling conducted by a certified chemical dependency counselor approved by the Board's designee.</del></p>
<b>Fourth Offense</b>	<p><del>The student shall be suspended from participation in any extracurricular activity for the remainder of the student's enrollment in the District.</del></p>

STUDENT RIGHTS AND RESPONSIBILITIES  
INVESTIGATIONS ~~INTERROGATIONS~~ AND SEARCHES

FNF  
(LOCAL)

**End-of-Semester  
Suspensions**

~~If a student's suspension from participation for a first and/or second offense is not completed by the end of the semester, the student shall complete the assigned period of suspension during the following semester or during the first semester of the following school year.~~

~~If a student withdraws from the District before the period of suspension ends, should the student reenroll in the District, he or she shall be required to complete any time remaining on the suspension prior to his or her withdrawal from the District.~~

**Appeals**

A student or parent may appeal a decision made under the random drug-testing program ~~this policy~~ in accordance with FNF(LOCAL). The student shall be ineligible for participation in extracurricular activities or reinstatement of parking privileges ~~participation in extracurricular activities~~ while the appeal is pending.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### Port Neches-Groves ISD

#### **AIA(LEGAL)                      ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS**

Significant changes to this legally referenced policy on accreditation include:

- Moving the list of quality of learning indicators, which are used to prepare performance reports, to AIB;
- Adding detail on campus performance ratings under the local accountability option; and
- Clarifying when the commissioner of education's award of a campus distinction designation is mandatory or discretionary.

#### **AIB(LEGAL)                      ACCOUNTABILITY: PERFORMANCE REPORTING**

Significant changes to this legally referenced policy on performance reporting include:

- Better distinction of the district's obligations regarding hearing requirements, publication, and use of the annual report and the Texas Academic Performance Report (TAPR);
- Clarification of additional information required in the annual performance report;
- Addition of the list of quality of learning indicators used to prepare performance reports, which was previously at AIA; and
- New text to reference the Performance-Based Monitoring Analysis System (PBMAS).

#### **AIC(LEGAL)                      ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS**

Update 113 includes a significant restructuring of this legally referenced policy on interventions and sanctions to add detail as appropriate, reorganize the provisions for better flow, and better reflect the legal content. The revisions also incorporate recent Administrative Code changes addressing:

- Provisions regarding commissioner of education appointment of a board of managers if a district has had a conservator or management team assigned for two consecutive years (effective January 28, 2019);
- Procedures to provide training in effective leadership strategies for a board of managers and subsequently to the board of trustees (effective February 4, 2019);
- Provisions on obtaining an intervention pause by contracting with a partner to operate a campus charter or operating as a designated mathematics innovation zone (effective November 18, 2018); and
- Information regarding when the commissioner may increase the intensity of sanctions (effective December 5, 2018).

#### **AID(LEGAL)                      ACCOUNTABILITY: FEDERAL ACCOUNTABILITY STANDARDS**

In this legally referenced policy on federal accountability, we have added detail about what must be included in the district plan required to receive a Title I, Part A subgrant. For schoolwide programs and targeted assistance schools, the plan must address, where appropriate, educational services outside the district's schools for neglected or delinquent children living in local institutions or attending community day-school programs.

Other changes are to match statutory language.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### **Port Neches-Groves ISD**

#### **BBBA(LEGAL) ELECTIONS: CONDUCTING ELECTIONS**

Citations have been updated throughout this legally referenced policy on elections. In addition, we have made a correction at Notice to Candidates to properly reflect the statutory language.

#### **BBBD(LEGAL) ELECTIONS: CAMPAIGN ETHICS**

This legally referenced policy on campaign ethics has been updated to include existing legal provisions explaining disclosure requirements for political advertising.

#### **BBE(LEGAL) BOARD MEMBERS: AUTHORITY**

Provisions on board member access to information have been updated to include the text of two offenses addressing misuse of government records and information, which address willfully destroying, mutilating, or removing public information without permission; altering public information; or distributing confidential information.

Other changes include:

- A cross-reference to CPC for offenses on destruction or alienation of records and tampering with governmental records;
- A cross-reference to BBFB for offenses on misuse of official information;
- Reordering of provisions for better flow; and
- Revisions to better match statutory language.

#### **BBE(LOCAL) BOARD MEMBERS: AUTHORITY**

A recommended revision to this policy addressing board member access to information clarifies that when a board member is provided access to records or reports that are confidential or not subject to public disclosure, district staff will inform the board member about compliance with the district's applicable information security controls.

#### **BDD(LOCAL) BOARD INTERNAL ORGANIZATION: ATTORNEY**

This local policy on legal counsel has been updated to reflect common practices.

In the first two paragraphs, recommended changes reflect that many law firms use an engagement letter rather than a written agreement or contract to establish the fees and expenses for services.

A revision about reporting legal advice to the entire board recognizes that the board president or board's designee, not just the superintendent, may obtain and report legal advice to the board.

A final change strengthens the wording regarding staff requests for legal advice.

#### **BDF(LEGAL) BOARD INTERNAL ORGANIZATION: CITIZEN ADVISORY COMMITTEES**

From existing statute, we have added the requirement for the School Health Advisory Council's annual report to the board to include any recommendations made by the physical activity and fitness planning committee.

#### **BF(LEGAL) BOARD POLICIES**

This legally referenced policy addressing waivers has been updated to include waivers applicable to a district or campus required to have a student achievement improvement plan. Other changes are to better match statutory language.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### **Port Neches-Groves ISD**

#### **BJCD(LLEGAL) SUPERINTENDENT: EVALUATION**

A new Administrative Code rule effective January 24, 2019, has been added to this legally referenced policy on superintendent evaluation. The rule allows completion of the Lone Star Governance superintendent evaluation to satisfy the commissioner of education's superintendent appraisal process.

#### **BJCD(LOCAL) SUPERINTENDENT: EVALUATION**

Recommended revisions streamline this local policy on superintendent evaluation by deleting specifics about the evaluation instrument and the list of board objectives in conducting the evaluation. These changes were prompted by recently updated Administrative Code rules. The changes also clarify that although the evaluation typically takes place in a closed meeting, the superintendent may request an open meeting.

An overview of legal requirements and links to TASB's Superintendent Evaluation Instrument are available on the [TASB Leadership Team Services](#) website.

#### **CBB(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: FEDERAL**

Additional provisions have been added from the Office of Management and Budget (OMB) Uniform Guidance, which establishes uniform requirements for federal awards to non-federal entities, such as school districts. The provisions include standards for federally owned property, property acquired or improved with federal awards, and equipment and supplies acquired under a federal award.

In addition, we have updated the Note on page 5 with additional resources on the micro-purchase threshold and the simplified acquisition threshold.

#### **CDA(LLEGAL) OTHER REVENUES: INVESTMENTS**

Throughout this legally referenced policy on investments, we have added statutory language that gives districts flexibility to take certain actions by "rule, order, ordinance, or resolution." Other changes are to better match statutory language.

#### **CDB(LLEGAL) OTHER REVENUES: SALE, LEASE, OR EXCHANGE OF SCHOOL-OWNED PROPERTY**

We have added a Note at the beginning of this policy reminding districts that specific legal requirements apply to the disposal of real property acquired with federal funds. Provisions on Civil Order 5281 have been deleted. Other changes are to better match statutory language.

#### **CDH(LLEGAL) OTHER REVENUES: PUBLIC AND PRIVATE FACILITIES**

Additional detail from existing statute has been added regarding public facility corporations and public and private facilities and infrastructure partnerships.

#### **CFEA(LLEGAL) PAYROLL PROCEDURES: SALARY DEDUCTIONS AND REDUCTIONS**

This legally referenced policy on salary deductions has been revised to include more detail from existing law on each of the listed deductions.

#### **CG(LLEGAL) BONDED EMPLOYEES AND OFFICERS**

This legally referenced policy on bonded employees and officers has been deleted, since the content is addressed at other codes.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### Port Neches-Groves ISD

#### CI(LOCAL) SCHOOL PROPERTIES DISPOSAL

This local policy authorizes the superintendent to declare district materials, equipment, and supplies to be unnecessary and appropriately dispose of those items. In response to questions, we have clarified that the scope of this authority includes district vehicles and other district personal property.

In addition, we recommend adding a statement that instructional materials must be disposed of in accordance with law, as the Education Code requires the board to determine that the materials are not needed by the district.

Finally, a change clarifies that property obtained with federal funds or as federal surplus must be managed in accordance with federal law.

Please note that because BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees, we have removed language referring to the superintendent's designee. Contact the district's policy consultant if the board wants to specifically authorize someone other than the superintendent regarding the duties addressed in this policy.

#### CNC(LEGAL) TRANSPORTATION MANAGEMENT: TRANSPORTATION SAFETY

The offense pertaining to firearms on buses has been deleted from this legally referenced policy on transportation, as the offense is already included at GKA(LEGAL). Other changes are to better match statutory language.

#### CO(LOCAL) FOOD AND NUTRITION MANAGEMENT

A recommended revision to this local policy expands the provision authorizing the superintendent to develop regulations on donation of food to refer to other disposal methods for leftover food that the district might want to permit, such as implementing a sharing table or selling leftovers. The Texas Department of Agriculture offers [guidance](#) on this topic.

A change at Federal Law deletes the specific references to reimbursable or alternate meals to provide that the district's procedures shall address the parameters under which meals shall be served to a student who has insufficient funds to purchase a meal following exhaustion of the district's meal grace period. The federal USDA Food and Nutrition Service encourages districts to provide a reimbursable meal to such students.

#### COA(LEGAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT

We have added a Note on page 2 referring to the Texas Department of Agriculture's Food and Nutrition Division *Administrator's Reference Manual* for information on contracts regarding consultants, food service management companies, and vended meals.

#### COA(LOCAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT

This local policy is recommended for inclusion in the district's policy manual to comply with state and federal procurement rules on use of child nutrition funds. The text assigns responsibility to the superintendent to oversee the use of federal child nutrition funds to procure goods and services as appropriate and to develop and enforce financial management systems, internal control procedures, procurement procedures, and other procedures to comply with state and federal requirements.

The policy also includes provisions that authorize the superintendent to determine whether the district will apply a geographic preference when procuring unprocessed, locally grown or raised agricultural products to determine the types of products to which the preference would apply and to define the relevant geographic area.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### **Port Neches-Groves ISD**

Contact your policy consultant if the board will authorize a position other than the superintendent to perform these responsibilities.

#### **COB(LLEGAL)                      FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS**

This legally referenced policy on free and reduced-price meals has been updated with additional provisions from existing law that address U.S. Department of Agriculture standards for eligibility hearings and nondiscrimination and confidentiality. A link provides the required nondiscrimination statement posting in a variety of languages.

#### **COB(LOCAL)                      FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS**

This new local policy is recommended for inclusion in the district's policy manual to address elements of the federal free and reduced-price meal programs.

New text addresses student and parent appeals regarding eligibility for free or reduced-price meal programs. Federal law requires a district to provide a hearing process that meets certain requirements, as described in COB(LLEGAL). The local policy provides an avenue for appeal of the hearing official's decision in accordance with FNG(LOCAL).

As reflected at Civil Rights Complaints, federal and state guidance also requires districts to inform individuals alleging discrimination in school meal programs based on race, color, national origin, sex, age, or disability of the procedures and right to file a complaint with the Texas and U.S. Departments of Agriculture. Any such complaints must be forwarded to the Texas Department of Agriculture.

#### **CPC(LLEGAL)                      OFFICE MANAGEMENT: RECORDS MANAGEMENT**

This legally referenced policy on records management has been updated to include the criminal offenses of destruction or alienation of records and tampering with governmental records.

#### **CR(LLEGAL)                      INSURANCE AND ANNUITIES MANAGEMENT**

This legally referenced policy on insurance has been updated to better match statutory language.

#### **CRB(LOCAL)                      INSURANCE AND ANNUITIES MANAGEMENT: LIABILITY INSURANCE**

This local policy addressing the various types of insurance the district will purchase is recommended for deletion, as these decisions are typically made during the budget process and there is no requirement to reflect these decisions in board policy.

#### **CRF(LLEGAL)                      INSURANCE AND ANNUITIES MANAGEMENT: UNEMPLOYMENT INSURANCE**

Additional detail from existing statute has been added to this legally referenced policy on unemployment insurance to provide more information about reasonable assurance.

#### **DEC(LLEGAL)                      COMPENSATION AND BENEFITS: LEAVES AND ABSENCES**

At Compliance with a Subpoena, a new Note includes case law explaining that one federal district court concluded that governmental entities, such as school districts, have immunity from liability for claims of retaliatory discharge of an employee for complying with a subpoena.

Additional supporting case law has also been added to the provisions explaining that uniform enforcement of a reasonable absence-control rule does not constitute retaliatory discharge.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### Port Neches-Groves ISD

#### **DFE(LEGAL)                      TERMINATION OF EMPLOYMENT: RESIGNATION**

To assist districts in deciding whether to report an employee who has abandoned a contract to the State Board for Educator Certification (SBEC), we have included the factors that SBEC considers when determining whether the educator had good cause to abandon the contract.

#### **E(LEGAL)                              INSTRUCTION**

The E section table of contents has been revised to reflect the deletion of codes EFC, on community instructional resources, and EFD, on field trips. Information regarding visitors to campuses is addressed at GKC, while content on all student travel, including field trips, is now found at FMG.

#### **EHBA(LOCAL)                      SPECIAL PROGRAMS: SPECIAL EDUCATION**

There is no requirement for the district to include in the board-adopted policy manual information about the special education cooperative in which the district participates. Rather, details about the cooperative are included in the district's shared services arrangement, in accordance with TEA guidelines. This policy is recommended for deletion.

#### **EHBAF(LEGAL)                      SPECIAL EDUCATION: VIDEO/AUDIO MONITORING**

This legally referenced policy has been updated to include revised Administrative Code rules effective January 31, 2019, on video surveillance of special education settings. The rules add detail on reporting possible abuse or neglect seen in a recording, use of recordings in employee disciplinary actions, local policy requirements, procedures to appeal the denial of a request for video installation or to view a recording, and the Texas Education Agency expedited review process.

#### **EHBAF(LOCAL)                      SPECIAL EDUCATION: VIDEO/AUDIO MONITORING**

Recommended revisions to this local policy on video and audio monitoring of special education classrooms are from revised Administrative Code rules effective January 31, 2019. Changes include:

- Clarification that requests for cameras to be installed the following school year must be in writing;
- At Installation and Operation, the addition of an affirmative statement that the district must operate the cameras during the instructional day at all times when "one or more" students are in the classroom;
- The revision of language regarding areas used for changing a student's clothes to match language in the rules, also at Installation and Operation;
- The reference to "release" of video recordings to specified individuals at Confidentiality of Recordings; and
- At Complaints, new provisions addressing the ability of a parent, staff member, or district administrator to request an expedited review of certain complaints by the Texas Education Agency.

#### **EHBF(LEGAL)                              SPECIAL PROGRAMS: CAREER AND TECHNICAL EDUCATION**

This legally referenced policy on career and technical education has been updated to include information on district participation requirements under the Carl D. Perkins Career and Technical Education Act, effective July 1, 2019. The Act updated the definition of a member of a special population to whom a district must provide support to ensure program accessibility and assist in overcoming barriers.

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### Port Neches-Groves ISD

#### **EHBI(LLEGAL) SPECIAL PROGRAMS: ADULT AND COMMUNITY EDUCATION**

Updates to this legally referenced policy on adult education are from amended rules effective December 16, 2018. The policy now refers to the Administrative Code for the essential program requirements. Diploma requirements were deleted from rule and deferred to TEA.

#### **EKB(LLEGAL) TESTING PROGRAMS: STATE ASSESSMENT**

Revisions to this legally referenced policy on state assessments include amended rules effective January 8, 2019, that clarify and update provisions on substitute assessments used to satisfy the state's end-of-course (EOC) graduation requirements.

#### **ELA(LLEGAL) CAMPUS OR PROGRAM CHARTERS: PARTNERSHIP CHARTERS**

Changes to this legally referenced policy on partnership charters are based on new rules addressing implementation of the accountability intervention pause eligible districts may obtain by entering into partnerships to operate a district campus or through designation as a mathematics innovation zone.

#### **F(LLEGAL) STUDENTS**

The F section table of contents has been revised to reflect that FNF has been renamed Investigations and Searches.

#### **FFG(LLEGAL) STUDENT WELFARE: CHILD ABUSE AND NEGLECT**

Revisions to this legally referenced policy on child abuse and neglect provide additional detail on the disciplinary actions SBEC may take against an educator for failure to comply with child abuse and neglect reporting requirements. Other changes are to better match statutory language.

#### **FNF(LLEGAL) STUDENT RIGHTS AND RESPONSIBILITIES: INVESTIGATIONS AND SEARCHES**

This legally referenced policy on student searches has been updated to include case law on intrusive searches, such as a search of a student's underwear. The cases establish the standard that such searches are impermissibly intrusive unless the school officials reasonably suspect that the object of the search is dangerous or likely to be hidden in the student's underwear.

Legal guidance on student searches is outlined in TASB Legal Service's article, [Legal Issues in Student Searches](#).

#### **FNF(LOCAL) STUDENT RIGHTS AND RESPONSIBILITIES: INVESTIGATIONS AND SEARCHES**

This local policy on student investigations and searches has been significantly revised to align with common practices and current case law.

The first section affirms that district officials may question a student about the student's or another student's conduct, and students may not refuse to answer questions based on the right not to incriminate themselves.

Provisions about district property inform students that they have no expectation of privacy in district property and such property may be searched at any time without notice. This would include, for example, blanket searches. Students are responsible for any prohibited items found in district property provided to them.

General search provisions have been added and outline the district's authority to conduct searches of students, their belongings, and vehicles in accordance with law and in a reasonable and nondiscriminatory

# Explanatory Notes

## TASB Localized Policy Manual Update 113

### **Port Neches-Groves ISD**

manner. The policy explains when district officials may initiate a search and the standard for conducting a reasonable-suspicion search.

The policy permits but does not require the district to conduct metal detector searches, including those using handheld wands, and to use trained dogs to screen a student's belongings or an area.

To avoid conflict between policy and administrative procedures on random drug testing, we recommend that the details of the district's drug-testing program for extracurricular activity participants and students with parking permits be removed from board policy. The recommended policy text addresses the board's authorization of the program, students subject to testing, topics to be addressed in procedures, and appeals. Sample administrative procedures are provided in the [Regulations Resource Manual](#).

We also recommend that provisions addressing the voluntary drug-testing program be removed from board policy. The details of any such program may be more appropriately addressed in administrative procedures and communicated to students and parents in the student handbook.

If you have questions about moving your district's drug-testing details to administrative procedures, please contact your policy consultant.

Legal guidance on student searches, including legal concerns seen in local policies, is addressed in TASB Legal Service's [Legal Issues in Update 113](#) memo. Review this document to determine if your practices reflect best practices for student searches.

### **FOA(LLEGAL)**

### **STUDENT DISCIPLINE: REMOVAL BY TEACHER OR BUS DRIVER**

Several existing statutory provisions have been added to this legally referenced policy addressing teacher removal of a student from class. The provisions address the required removal conference, appeals, and placement length.

For clarity, provisions regarding mandatory removal have been moved to the beginning of the policy.

### **FODA(LLEGAL)**

### **EXPULSION: JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM**

This policy is being issued to reflect updated information at the bottom of the document. There are no changes to the text of this legally referenced policy.

### **FOF(LLEGAL)**

### **STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES**

Provisions on manifestation determinations for students with disabilities have been updated to add an existing statutory provision. If the student's conduct is determined to be the direct result of the district's failure to implement the student's IEP, the district must take immediate steps to remedy the deficiencies.

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
BOARD DOCUMENT**

**MEETING DATE:** August 12, 2019

**AGENDA ITEM:** Second Reading and Final Approval of Policy EIC(local)

Policy EIC(LOCAL) is being updated to reflect revisions to align with our current procedures for determining class rank, weights, top honor graduates, and transfer credits.

**Recommendation:** It is recommended that the Board of Trustees approve the second reading and give final approval to revisions to Policy EIC(LOCAL)

**Resource Personnel:** Dr. Mike Gonzales, Superintendent

### PROPOSED POLICY

**Consistent  
Application for  
Graduating Class**

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

**Calculation**

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken in grades 9–12 only.

The calculation shall include failing grades.

**Exclusions**

The calculation of class rank shall exclude grades earned in summer school.

**Weighted Grade  
System**

The District shall categorize and weight eligible courses as Honors and Regular in accordance with provisions of this policy and as designated in appropriate District publications.

**Categories**

*Honors*

Eligible Advanced Placement (AP) and Pre-AP courses in English, mathematics, science, social studies, and languages other than English shall be categorized and weighted as Honors courses.

*Regular*

All other eligible courses shall be categorized and weighted as Regular courses.

**Weighted Grade  
Point Average**

The District shall convert semester grades earned in eligible courses to grade points in accordance with the following chart and shall calculate a weighted grade point average (GPA):

<b>Grade</b>	<b>Honors</b>	<b>Regular</b>
90–100	5.0	4.0
80–89	4.0	3.0
75–79	3.0	2.0
70–74	2.0	1.0
Below 70	0	0

**Transferred Grades**

When a student transfers semester grades for courses that would be eligible under the Regular category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by

the District only if the same course is offered to the same class of students in the District.

**Local Graduation Honors**

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the fall semester of the senior year.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

**Valedictorian and Salutatorian**

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively. To be eligible for this local graduation honor, a student must:

1. Have been continuously enrolled in the District high school for the two school years immediately preceding graduation;
2. Be graduating after exactly eight semesters of enrollment in high school; and
3. Have completed the foundation program with the distinguished level of achievement.

*Breaking Ties*

In case of a tie for recognition as valedictorian and salutatorian in weighted GPAs after calculation to the second decimal place, the District shall calculate an unweighted numerical grade average using grades earned in all eligible courses taken by each student involved in the tie.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

**Other Local Honors**

The District shall also honor the following graduates.

*Summa Cum Laude*

A student whose GPA falls within the top two percent of class rank shall be honored as summa cum laude.

*Magna Cum Laude*

A student whose GPA falls within the top five percent of class rank shall be honored as magna cum laude.

*Cum Laude*

A student whose GPA falls within the top ten percent of class rank shall be honored as cum laude.

*Recognized*

A student whose GPA falls within the top two percent of class rank shall be honored as recognized.

**Highest-Ranking  
Graduate**

The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Board Resolution and Interlocal Agreements for ESC Region 10 Retirement Asset Management Services (RAMS)

Currently, we contract with NBS / National Life Group for all our benefit services, including the following investments for our employees:

457(b) Plans – a voluntary retirement savings plan for employees

FICA Alternative Plan – for substitutes in lieu of social security

403(b) – a voluntary retirement savings plan for employees

Steve Orta with TCG Administrators is here to discuss the benefits of switching the administration of these savings plans to Region 10 ESC Cooperative. Some of these benefits for the 457 and FICA Alternative plans include:

- Fiduciary responsibility—via written contract—to act in employees' best interest (Liability is currently on the district)
- It's a multi-employer trust governed by Region 10 ESC, with the majority of large districts in the state of Texas participating. This is oversight by Investment Advisor Committee, made up of superintendents & CFOs -- educators looking in the best interest of other educators)
- Fees are the lowest in the state (with potential to decrease as participation increases)
- TCG provides retirement planning education on all the plans (no selling involved)
- No surrender charges to employees
- No commissions
- Daily distributions

**Recommendation:** Board approval of the resolution and inter-local agreements for ESC Region 10 Retirement Asset Management Services (RAMS)

**Resource Personnel:** Dr. Mike Gonzales, Superintendent  
Sheri Drawhorn, Business Manager

**EDUCATION SERVICE CENTER REGION 10 RETIREMENT ASSET MANAGEMENT SERVICES (RAMS)  
BOARD RESOLUTION**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT (“BOARD”) APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT BETWEEN THE DISTRICT AND EDUCATION SERVICE CENTER REGION 10 WHICH SPONSORS THE RETIREMENT ASSET MANAGEMENT SERVICES PROGRAM (“RAMS”) AUTHORIZING THE ESTABLISHMENT OR TAKEOVER OF ONE OR MORE PLANS AS SELECTED BELOW.**

WHEREAS, the BOARD of the Port Neches-Groves Independent School District (“DISTRICT”) has been presented a proposed Interlocal Agreement for one or more of the plans selected below, between Education Service Center Region 10 and the DISTRICT; and

WHEREAS, the DISTRICT, pursuant to the authority granted under Sections 791.001 to 791.029 of the Local Government Code, V.T.C.A., as amended, desires to participate in the described programs selected below sponsored by the Education Service Center Region 10 and in the opinion of the District participation in this program will be highly beneficial to the District and its employees; and

WHEREAS the DISTRICT is eligible to sponsor the plans selected.

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

- (1) The Terms and Conditions of the Interlocal Agreement to join the ESC Region 10 Cooperative having been reviewed by the BOARD and found to be acceptable and in the best interests of the District and its employees are hereby in all things approved; and (mark all applicable choices)
- (2) (a) \_\_\_\_ The BOARD hereby establishes a 457(b) Plan for the exclusive benefit of the eligible employees of the District; *or*  
(b)  X  The BOARD has a previously established 457(b) plan and hereby adopts the ESC Region 10 457 Cooperative Master Plan Document, agrees to invest the Plan funds in the ESC Region 10 457 Cooperative Trust and appoints the ESC Region 10 and the ESC Region 10 457 Cooperative Investment Advisory Committee to act on the District’s behalf in all matters involving the Plan, with the exception of specific provisions elected by the DISTRICT regarding its Plan effective  November 1, 2019 ; and/or
- (3) (a) \_\_\_\_ The BOARD hereby establishes a 457(b) FICA Alternative Plan for the exclusive benefit of the eligible employees of the District; *or*  
(b)  X  The BOARD has previously established a 457(b) FICA Alternative Plan and does hereby adopt the ESC Region 10 457(b) FICA Alternative Plan Document, the ESC Region 10 457(b) FICA Alternative Plan Trust and appoints the ESC Region 10 Investment Advisory Committee to act on the District’s behalf in all matters involving the Plan and Trust, with the exception of specific provisions elected by the DISTRICT regarding its Plan effective  November 1, 2019 ; and/or
- (4) (a) \_\_\_\_ The BOARD hereby establishes the 401(a) Teacher/Employee Retention and Recruitment Plan (“TERRP”) for the exclusive benefit of the eligible employees of the District; *or*  
(b) \_\_\_\_ The BOARD has previously established a 401(a) defined contribution plan for the DISTRICT and does hereby adopt the TERRP 401(a) Retirement Plan Document, the 401(a) TERRP Trust and appoints the ESC Region 10 Investment Advisory Committee to act on the District’s behalf in all matters involving the Plan and Trust, with the exception of specific provisions elected by the DISTRICT regarding its Plan effective \_\_\_\_\_; and/or
- (5)  X  The BOARD does hereby adopt the Interlocal Agreement with Education Service Center Region 10 for 403(b) Third Party Administration Services; and/or
- (6) The BOARD hereby instructs that the assets of the selected plans above (if any) in which the applicable ESC Region 10 Trust was selected be moved from the current custodian or trustee to the applicable ESC Region 10 Trust at Matrix Trust as soon as is practical and that the administration of the Plan be moved from the current administrator to TCG Administrators, the third party administrator for the ESC Region 10 RAMS programs; and/or

- (7)   X   The BOARD does hereby adopt the Interlocal Agreement with Education Service Center Region 10 for Financial Wellness Services at the fee shown in such Interlocal Agreement; and/or
- (8) The BOARD hereby appoints the \_\_\_\_\_ (Job Title or Position), or his/her successor or his/her designee, as DISTRICT Plan Administrator, and further authorizes him/her to implement and manage the DISTRICT'S participation in the applicable Plans under the direction of the BOARD; and
- (9) The District's Plan Administrator is hereby authorized to execute the applicable ESC Region 10 RAMS interlocal agreements, contracts and other legal documents on behalf of the DISTRICT and to take whatever additional actions that are necessary to set up and maintain the participation of the DISTRICT in the applicable ESC Region 10 RAMS programs and to maintain compliance with relevant regulations issued or as may be issued.
- (10) This Resolution shall be effective immediately upon its passage.

Duly PASSED and APPROVED by the BOARD this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Attest:

By: \_\_\_\_\_  
Title: Board President

By: \_\_\_\_\_  
Title: Board Secretary

**INTERLOCAL AGREEMENT  
Education Service Center Region 10**

**Contracting Parties**

**Education Service Center Region 10 (ESC Region 10)**

**and**

**Port Neches-Groves Independent School District (the "Employer")**

This agreement is effective November 1, 2019 ("Effective Date") and shall remain in effect for the period beginning with the Effective Date and twelve (12) months thereafter ("Term"). This agreement shall continue unchanged for successive twelve month periods following the Term unless either party gives written notice to the other party of the intent to terminate prior to ninety (90) days before the end of the Term.

**Statement of Services to be Performed:** Provide 403(b) Third Party Administration Services ("403(b) TPA Services") to the Employer through the ESC Region 10 Retirement Asset Management Services.

The Employer hereby delegates to ESC Region 10 and its designated 403(b) TPA the responsibility for the 403(b) Plan functions (a) in accordance with Section 403(b) of the Internal Revenue Code and other applicable federal and state rules as may be amended from time to time and (b) as listed under "Role of ESC Region 10" below.

Authority for such services is granted under sections 791.001 through 791.015 and 791.025 of the Government Code, V.T.C.A. as amended.

**Role of ESC Region 10**

1. Provide for the organizational and administrative structure of the program, including the following 403(b) TPA Services:
  - (a) Assist Employer to develop written 403(b) Plan rules, including providing a Written Plan that meets the requirements of applicable 403(b) regulations under Section 403(b) of the Internal Revenue Code of 1986, as amended.
  - (b) Obtain agreements from vendors to comply with the Employer's Plan rules
  - (c) Screen new vendors for compliance
  - (d) Provide 403(b) Plan website and Plan data base
    - (1) All Plan transaction requests from participants (enrollment, distributions, etc.) go through the TPA via a website
    - (2) TPA monitors and implements processes for compliance with all Plan rules; all federal laws and regulations applicable to 403(b) plans; and State laws and regulations applicable to 403(b) plans, including the processes listed below
      - i. Eligibility
      - ii. Enrollment
      - iii. Contributions
      - iv. Distributions
      - v. Loans
      - vi. Transfers and Rollovers

vii. Any other services mutually agreeable to the Employer, TPA and ESC Region 10

- (e) Transactions transmitted electronically to vendors
- (f) Vendors process transactions and send electronic records to TPA
- (g) TPA (not vendors alone) maintains records of transactions to facilitate Plan audits
- (h) TPA website also used to educate employees on need for retirement savings
- (i) TPA provides common remitter of all payroll deduction contributions to vendors and ensures that contributions are remitted to employees' accounts timely and in accordance with federal and state regulations
- (j) TPA submits all employees' contributions received from Employer to all 403(b) vendors in a timely manner and in accordance with applicable state and federal regulations
- (k) TPA provides training for Employer staff and assists Employer in communicating aspects of the Plan to employees
- (l) TPA provides support for Employer in assuring that the Plan meets the "universal eligibility" requirements of Section 403(b) of the Internal Revenue Code and other applicable federal rules as may be amended from time to time
- (m) TPA provides any other services required by the final 403(b) regulations issued by the Internal Revenue Service
- (n) TPA provides reports to the Employer necessary for Plan compliance as needed and requested, including payroll and vendor account reports, distribution/account transaction reports, reports of who is participating in the 403(b) Plan and any other reports mutually agreeable to the Employer, the TPA and ESC Region 10.

2. Provide staff time necessary for efficient operation of the program.
3. Initiate and implement activities related to the TPA vendor(s) selection process.
4. Facilitate the delivery of the services purchased at an initial fee of \$1.50 per month per participant in the Employer's 403(b) Plan. This fee may be adjusted by ESC Region 10 with one hundred twenty (120) days notice prior to the end of the Term.
5. ESC Region 10 will ensure that a conflict of interest does not exist between the TPA's duties as defined herein, applicable state law and the interests of the Employer and its employees. Specifically, Region 10 will ensure that the TPA will not sell 403(b) voluntary products to employees of the Employer either directly or indirectly.

**Role of the Member Employer:**

1. Commitment to participate in the program as indicated by an authorized signature in the appropriate space below.
2. Designate a contact person for the cooperative.
3. Commit to purchase the services designated herein when it is in the best interest of the Employer.
4. Accept the services from TPA vendor(s) in accordance with standard procedures of the Employer.
5. Pay TPA and/or ESC Region 10 in a timely manner for all goods and services received.

6. Supply payroll data in good order to the TPA for distribution to the vendor(s) and forward participating employees' payroll deduction contributions to the TPA in a timely manner for distribution to the 403(b) vendors in the Employer's 403(b) Plan.
7. Provide electronic data exchanges to the TPA in accordance with the TPA's specifications to facilitate timely and efficient processing of Plan transactions. Employer and Region 10 agree that the TPA's data specifications must be mutually agreeable to the Employer and TPA or the services listed under "Role of ESC Region 10" will not be provided and no fees will be assessed to the Employer.
8. Require the use of the 403(b) TPA's Internet Website by employees to conduct all 403(b) Plan transactions.

**Authorization:**

Please send a copy of the signed Interlocal Agreement to TCG Administrators at [onboard@tcgservices.com](mailto:onboard@tcgservices.com).

Employer: Port Neches-Groves ISD

Education Service Center Region 10

By \_\_\_\_\_  
Authorized Signature

By \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

Executive Director  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Sheri Drawhorn  
\_\_\_\_\_  
Contact Person

Dr. Gordon Taylor  
\_\_\_\_\_  
Contact Person

Business Manager  
\_\_\_\_\_  
Title of Contact

972.348.1004  
\_\_\_\_\_  
Telephone Number

620 Avenue C  
\_\_\_\_\_  
Street Address

Port Neches, TX 77651  
\_\_\_\_\_  
City, State Zip Code

sdrawhorn@pngisd.org  
\_\_\_\_\_  
E-mail Address

409.722.4244 Ext. 1717  
\_\_\_\_\_  
Telephone Number

**INTERLOCAL AGREEMENT  
Education Service Center Region 10**

**Contracting Parties**

**Education Service Center Region 10 (ESC Region 10)**

**and**

**Port Neches-Groves Independent School District (the "District")**

This agreement is effective November 1, 2019 ("Effective Date") and shall remain in effect for the period beginning with the Effective Date and twelve (12) months thereafter ("Term"). This agreement shall continue unchanged for successive twelve month periods following the Term unless either party gives written notice to the other party of the intent to terminate prior to ninety (90) days before the end of the Term.

**Statement of Services to be Performed:** Provide a 457(b) Retirement Savings Plan ("Plan") to the District through the ESC Region 10 457 Cooperative and Master Plan.

Authority for such services is granted under sections 791.001 through 791.015 and 791.025 of the Government Code, V.T.C.A. as amended.

**Role of ESC Region 10**

1. Provide for the organizational and administrative structure of the program, including a Trust for investment of Plan funds, oversee the investments of the Trust, and provide a Plan document to the District.
2. Provide for an Investment Advisor to oversee the investments offered in the Cooperative and Master Plan and to accept fiduciary responsibility for the selection of the investments offered to employees participating in the Cooperative and Master Plan.
3. Provide staff time necessary for efficient operation of the program.
4. Initiate and implement activities related to the vendor(s) selection process.
5. Facilitate the delivery of the services purchased.

**Role of the Member School District:**

1. Commitment to participate in the program as indicated by an authorized signature in the appropriate space below.
2. Designate a contact person for the cooperative.
3. Commit to purchase the services designated herein when it is in the best interest of the District.
4. Accept the services from vendor(s) in accordance with standard procedures of the District.

5. Pay vendor(s) in a timely manner for all goods and services received, which shall include timely forwarding of participating employees' payroll deduction contributions to the Plan.
6. Supply payroll data in good order to the vendor(s).
7. Allow employees access to the Plan as agreed upon with the vendor(s).

**This agreement shall not cover any existing plan(s) sponsored by the District under Section 457 of the Internal Revenue Code and neither ESC Region 10 nor any of the vendors participating in the Master Plan and Cooperative shall have any responsibility whatsoever for such existing plan(s).**

**Authorization:**

Please send a copy of the signed Interlocal Agreement to TCG Administrators at [onboard@tcgservices.com](mailto:onboard@tcgservices.com).

District: Port Neches-Groves ISD

Education Service Center Region 10

By \_\_\_\_\_  
Authorized Signature

By \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Executive Director  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Sheri Drawhorn  
Contact Person

Dr. Gordon Taylor  
Contact Person

Business Manager  
Title of Contact

972.348.1004  
Telephone Number

620 Avenue C  
Street Address

Port Neches, TX 77651  
City, State

sdrawhorn@pngisd.org  
E-mail Address

409.722.4244 Ext. 1717  
Telephone Number

**INTERLOCAL AGREEMENT  
Education Service Center Region 10**

**Contracting Parties**

**Education Service Center Region 10 (ESC Region 10)**

**and**

**Port Neches-Groves Independent School District (the "District")**

This agreement is effective November 1, 2019 ("Effective Date") and shall remain in effect for the period beginning with the Effective Date and twelve (12) months thereafter ("Term"). This agreement shall continue unchanged for successive twelve month periods following the Term unless either party gives written notice to the other party of the intent to terminate prior to ninety (90) days before the end of the Term.

**Statement of Services to be Performed:** Provide a **457(b) FICA Alternative Plan ("Plan")** to the District through the ESC Region 10 FICA Alternative Plan and Trust.

Authority for such services is granted under sections 791.001 through 791.015 and 791.025 of the Government Code, V.T.C.A. as amended.

**Role of ESC Region 10**

1. Provide for the organizational and administrative structure of the program, including a Trust for investment of Plan funds, oversee the investments of the Trust, and provide a Plan document to the District.
2. Provide for an Investment Advisor to oversee the investments of the Plan and Trust and to accept fiduciary responsibility for the selection of the investments of the Plan and Trust.
3. Provide staff time necessary for efficient operation of the program.
4. Initiate and implement activities related to the vendor(s) selection process.
5. Facilitate the delivery of the services purchased.

**Role of the Member School District:**

1. Commit to participate in the program as indicated by an authorized signature in the appropriate space below.
2. Designate a contact person for the cooperative.
3. Commit to purchase the services designated herein when it is in the best interest of the District.
4. Accept the services from vendor(s) in accordance with standard procedures of the District.

5. Pay vendor(s) in a timely manner for all goods and services received, which shall include timely forwarding of participating employees' payroll deduction contributions to the Plan.
6. Supply payroll data in good order to the vendor(s).
7. Require employees to participate in the Plan and/or make the Plan available to employees as agreed in the District's Plan Document and Adoption Agreement.
8. Make District contributions to the Plan, if any, as agreed in the District's Plan Document and Adoption Agreement.

**This agreement shall not cover any existing plan(s) sponsored by the District under Section 457 of the Internal Revenue Code and neither ESC Region 10 nor any of the vendors participating in the Plan and Trust shall have any responsibility whatsoever for such existing plan(s).**

**Authorization:**

Please send a copy of the signed Interlocal Agreement to TCG Administrators at [onboard@tcgservices.com](mailto:onboard@tcgservices.com).

District: Port Neches-Groves ISD

Education Service Center Region 10

By \_\_\_\_\_  
Authorized Signature

By \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

Executive Director  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Sheri Drawhorn  
\_\_\_\_\_  
Contact Person

Dr. Gordon Taylor  
\_\_\_\_\_  
Contact Person

Business Manager  
\_\_\_\_\_  
Title of Contact

972.348.1004  
\_\_\_\_\_  
Telephone Number

620 Avenue C  
\_\_\_\_\_  
Street Address

Port Neches, TX 77651  
\_\_\_\_\_  
City, State

sdrawhorn@pngisd.org  
\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Telephone Number

# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Adoption of Proposed Budget for Fiscal Year 2019-2020

In keeping with the requirements of the Texas Education Agency, it is time to consider the adoption of the 2019-2020 budgets for the school year beginning September 1, 2019 through August 31, 2020. Appropriate notice has been posted in accordance with Section 44.004, Texas Education Code.

**Recommendation:** It is recommended that the Board of Trustees approve the Ordinance and Resolution Adopting and Approving the Budget beginning September 1, 2019, and making appropriations for each department, project, and account, subject to any adjustments that may be deemed necessary to comply with state law.

**Resource Personnel:** Dr. Mike Gonzales, Superintendent  
Sheri Drawhorn, Business Manager

## **ORDINANCE AND RESOLUTION ADOPTING BUDGET**

**AN ORDINANCE AND RESOLUTION ADOPTING AND APPROVING THE BUDGET OF THE PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS, BEGINNING SEPTEMBER 1, 2019, AND TERMINATING AUGUST 31, 2020, AND MAKING APPROPRIATIONS FOR EACH DEPARTMENT, PROJECT AND ACCOUNT.**

**WHEREAS**, the Superintendent of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT**, under the laws of the State of Texas, shall prepare and adopt the budget of said District for each fiscal year of operation of said District; and

**WHEREAS**, such Board of Trustees does hereby desire to adopt and approve the budget of such District for the fiscal year 2019-2020;

**NOW, THEREFORE:** BE IT ORDAINED AND RESOLVED by the Board of Trustees of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS**, that:

SECTION 1. Subject to the applicable provisions of the state law and the state constitution, the budget for the fiscal year beginning **September 1, 2019**, and terminating **August 31, 2020**, as filed and submitted by the Superintendent of such District and as adjusted by the Board of Trustees of said District, containing estimates of resources and revenues for the year from all of the various sources, and the projects, operations, activities, and purchases proposed to be undertaken during the year on Exhibit "B-1", together with the estimated costs therefore, and estimated amounts of all proposed expenditures, is hereby approved and adopted as set forth on the Exhibit "C-1" attached hereto and made a part hereof for all intents and purposes.

SECTION 2. There is hereby appropriated from the funds indicated and for such purposes respectively, as set forth on the attached Exhibits "B-1" and "C-1" such sums of money as may be required for the accomplishment of each of the projects, operations, activities, purchases and other expenditures proposed in such budget, not to exceed for all such purposes proposed for any department, the total amount of the estimated cost of the projects, operations, activities, purchases, and other expenditures proposed for such department.

Date Approved: \_\_\_\_\_

**PORT NECHES-GROVES INDEPENDENT SCHOOL  
DISTRICT OF JEFFERSON COUNTY, TEXAS**

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

President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
**BUDGETED REVENUES**  
SUMMARY BY FUND

<b>TYPE OF REVENUE</b>	2018-2019 Amended Budget	2019-2020 Proposed Budget
199 General Fund	\$ 46,373,473	\$ 49,927,006
240 Child Nutrition Services	2,334,617	2,347,749
599 Interest & Sinking	7,735,974	7,831,056
<b>TOTAL ALL FUNDS</b>	<b>\$ 56,444,064</b>	<b>\$ 60,105,811</b>

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
**BUDGETED EXPENDITURES**  
SUMMARY BY FUND

<b>Board Adopted Budgets</b>	2018-19 Amended Budget	2019-20 Proposed Budget
199 General Fund	\$ 46,152,139	\$ 48,538,244
240 Child Nutrition Services	2,819,756	2,891,904
599 Interest & Sinking	8,120,000	7,526,000
<b>TOTAL ALL FUNDS</b>	<b>\$ 57,091,895</b>	<b>\$ 58,956,148</b>

# Port Neches-Groves Independent School District

## Board Document

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Approval of Ordinance and Resolution Fixing and Levying School District Ad Valorem Taxes for Fiscal Year 2019-2020

Section 26.05 of the Texas Property Tax Code states that a taxing unit may not impose property taxes in any year until the governing body has adopted a tax rate for that year, and the annual tax rate must be set by ordinance, resolution, or order, depending on the method prescribed by law for adoption of law by the governing body.

**Recommendation:** It is recommended that the Board of Trustees adopt the attached resolution setting the Interest and Sinking tax rate at \$.27440 per \$100 taxable value and the Maintenance and Operation tax rate at \$1.06835 per taxable value for the 2019-2020 fiscal year.

### **MOTION REQUIRED:**

**I move that the M&O tax rate of \$1.06835 / \$100 of taxable value and the I&S tax rate of \$0.27440/ \$100 of taxable value be adopted for the 19-20 school year, for a total tax rate of \$1.342750.**

**Resource Personnel:** Dr. Mike Gonzales, Superintendent  
Sheri Drawhorn, Business Manager

## 2019-2020 TAX LEVY ORDINANCE AND RESOLUTION

**AN ORDINANCE AND RESOLUTION FIXING AND LEVYING SCHOOL DISTRICT AD VALOREM TAXES FOR THE PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS, FOR THE FISCAL YEAR 2019-2020, AND DIRECTING THE ASSESSMENT AND COLLECTION THEREOF.**

Whereas, the Board of Trustees of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT** finds that the tax for the fiscal year 2019-2020 hereinafter levied for current expenses of the District and the general education of students within said District and for the improvement of the District and its property must be levied to provide the revenue requirements of the budget for the ensuring year; and

WHEREAS, the Board of Trustees of said District further finds that the taxes for the fiscal year 2019-2020, hereinafter levied therefore, are necessary to pay interest and to provide the required sinking fund on outstanding bonds of the District issued for school purposes, and on bonds proposed to be issued for such purposes during the ensuring year.

**NOW, THEREFORE: BE IT ORDAINED AND RESOLVED** by the Board of Trustees of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS**, that:

**SECTION 1.** For the current expense and maintenance of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT** and for carrying out of its educational function and for the general improvement and maintenance of its property, there is hereby levied and ordered to be assessed and collected for the fiscal year 2019-2020 on all property situated within the limits of the said **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS**, on January 1, 2019, and not exempt from taxation by valorem laws, an ad valorem tax at the rate of \$1.06835 on the One Hundred (\$100.00) Dollars valuation of such property.

**Section 2.** For the purpose of paying interest and providing a sinking fund for the payment of each issue of bonds issued for various school purposes and described in the schedule set out in this Section, including the various installments of principal falling due during the ensuring year on serial bonds issued for such purposes, and for the purpose of paying interest and making provision for the sinking fund on such bonds as may be issued for various school purposes during the ensuring year, there is hereby levied and ordered to be assessed and collected for the fiscal year 2019-2020 on all property situated within the limits of the **PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT OF JEFFERSON COUNTY, TEXAS**, on January 1, 2019, and not exempt from taxation by valid laws, an ad valorem tax for each of the issues of bonds and capital expenditures described in such schedule at the respective rates shown in the right hand column of such schedule opposite the descriptions of such issues, such rates being expressed in amounts of the One Hundred (\$100.00)

dollars valuation of such property, the sum of said respective levies being \$0.27440 Cents on the One Hundred (\$100.00) dollars valuation of such property, said bond issues, and the amounts of the levies being as follows:

Issue	Fiscal Year 2020		
	Principal	Interest	Total
Unlimited Tax Refunding Bonds 2013	525,000	219,738	744,738
Unlimited Tax Refunding Bonds 2014	530,000	154,950	684,950
Unlimited Tax Refunding Bonds 2015	540,000	249,055	789,055
Unlimited Tax Refunding Bonds 2016	1,390,000	1,167,100	2,557,100
Unlimited Tax Refunding Bonds 2016A	1,505,000	1,225,275	2,730,275
<b>TOTAL</b>	<b>4,490,000</b>	<b>3,016,118</b>	<b>7,506,118</b>

Date Approved: August 12, 2019

**PORT NECHES-GROVES INDEPENDENT SCHOOL  
DISTRICT OF JEFFERSON COUNTY, TEXAS**

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

President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

**PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT  
BOARD DOCUMENT**

**MEETING DATE:** August 12, 2019

**AGENDA ITEM:** Consider Approval of Transactions that Cost \$25,000 or More

According to CH(LOCAL) Purchasing and Acquisition:

*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 \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.*

Therefore, the following transaction(s) are submitted for the board's approval (supporting documentation attached):

<b>Vendor</b>	<b>Requisition Initiated By:</b>	<b>Brief Description/Justification of Purchase</b>	<b>Total Cost</b>
IXL Learning, Inc.	Dr. Brenda Duhon	Requisition #69834 – Purchase of IXL District License for 2019-2020	\$34,564.00
Istation	Dr. Brenda Duhon	Requisition #69836 – Purchase of Istation License for 2019-2020	\$30,759.00
Learning.com	Tanya Davis	Requisition #69833 Technology Applications – K-8 Online Subscription	\$25,125.00

**Recommendation:** It is recommended that the Port Neches-Groves ISD Board of Trustees approve the above transaction.

**Resource Personnel:** Sheri Drawhorn, Business Manager  
Dr. Brenda Duhon, Assistant Superintendent Curriculum & Instruction/Technology  
Tanya Davis, M.S. Curriculum/Testing & Textbook Coordinator

INVOICE TO:  
 PORT NECHES GROVES  
 INDEPENDENT SCHOOL DISTRICT  
 620 AVENUE C  
 PORT NECHES, TX 77651

REQ. NUMBER: 0000069836  
 VENDOR KEY : ISTATION001  
 PAGE NUMBER: 1  
 REQ. DATE : 08/07/2019  
 SHIP DATE : 08/07/2019  
 FISCAL YEAR: 2019-2020  
 ENTERED BY : JARREMAR000

PRINTED 08/07/2019

PURCHASE ORDER

COMPANY:

ISTATION  
 8150 N CENTRAL EXPRESSWAY  
 STE 2000  
 DALLAS, TX 75206

Phone:  
 Fax:

DELIVER TO:

PORT NECHES-GROVES ISD WGEC  
 5840 WEST JEFFERSON  
 GROVES, TX 77619

ATTN: MARY JARRELL

QUANT.	UNIT OF MEASURE	CATALOG	DESCRIPTION	UNIT COST	TOTAL COST
QUOTE Q-02065-4					
<b>**For information regarding this purchase order, please contact Mary Jarrell at 409-962-8446**</b>					
1	EA		Taft Elem. - Istation Reading (8/1/2019-7/31/2020 )	8580.00000	8580.00
1	EA		Ridgewood Elem. - Istation Reading (8/1/2019-7/31/2020 )	8580.00000	8580.00
1	EA		Woodcrest Elem. - Istation Reading (8/1/2019-7/31/2020 )	4995.00000	4995.00
1	EA		Van Buren Elem. - Istation Reading (8/1/2019-7/31/2020 )	4995.00000	4995.00
1	EA		West Groves Early Learning Center - Istation Reading (8/1/2019-7/31/2020 )	2895.00000	2895.00
1	EA		Groves Middle School - ISIP Advanced Reading Student Assessment (60) (8/1/2019-7/31/2020 )	357.00000	357.00
1	EA		Port Neches Middle School - ISIP Advanced Reading Student Assessment	357.00000	357.00
SUB TOTAL					30,759.00

INVOICE TO:  
 PORT NECHES GROVES  
 INDEPENDENT SCHOOL DISTRICT  
 620 AVENUE C  
 PORT NECHES, TX 77651

REQ. NUMBER: 0000069836  
 VENDOR KEY : ISTATION001  
 PAGE NUMBER: 2  
 REQ. DATE : 08/07/2019  
 SHIP DATE : 08/07/2019  
 FISCAL YEAR: 2019-2020  
 ENTERED BY : JARREMAR000

PRINTED 08/07/2019

PURCHASE ORDER

COMPANY:  
 ISTATION  
 8150 N CENTRAL EXPRESSWAY  
 STE 2000  
 DALLAS, TX 75206  
  
 Phone:  
 Fax:

DELIVER TO:  
 PORT NECHES-GROVES ISD WGEC  
 5840 WEST JEFFERSON  
 GROVES, TX 77619  
  
 ATTN: MARY JARRELL

QUANT.	UNIT OF MEASURE	CATALOG	DESCRIPTION	UNIT COST	TOTAL COST
			(60)		
			(8/1/2019-7/31/2020)		
			)		
TOTAL					30,759.00

P.O.: 871	ACCOUNT SUMMARY (FOR INTERNAL USE)	VENDOR KEY : ISTATION001
ACCOUNT		AMOUNT
199 E 11 6399 00 871 0 11 0 00		30,759.00

#####  
 #  
 # This is a Requisition and not an official Purchase Order. #  
 # The District is not financially responsible for #  
 # the unauthorized purchases made with a Requisition. #  
 #####

INVOICE TO:  
 PORT NECHES GROVES  
 INDEPENDENT SCHOOL DISTRICT  
 620 AVENUE C  
 PORT NECHES, TX 77651

REQ. NUMBER: 0000069833  
 VENDOR KEY : LEARNING015  
 PAGE NUMBER: 1  
 REQ. DATE : 08/07/2019  
 SHIP DATE : 08/07/2019  
 FISCAL YEAR: 2019-2020  
 ENTERED BY : JARREMAR000

PRINTED 08/07/2019

PURCHASE ORDER

<p>COMPANY:          LEARNING.COM          DEPT LA24710          PASADENA, CA 91185-4710</p> <p>Phone:          Fax:</p>	<p>DELIVER TO:          PORT NECHES-GROVES ISD WGEC          5840 WEST JEFFERSON          GROVES, TX 77619</p> <p>ATTN: MARY JARRELL</p>
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QUANT.	UNIT OF MEASURE	CATALOG	DESCRIPTION	UNIT COST	TOTAL COST
3350	EA		QUOTE # Q-07619-1 INQ-TEX-0010P Bundle includes: Inquiry, Easy Tech, Adaptative Keyboarding; Online Safety (E-Rate/David's Law) EasyCode Basic; EasyCode Pillars Basic; Curriculum Publisher, TechLiteracy Assessment for 5th Grade, TCEA Assessment for 8th grade and WayFind Assessment for Teachers. 978-1-938662-26-3 MLC (Multiple List Codes): Kindergarten Tech Apps 0600, 1st Grade Tech Apps 1600, 2nd Grade Tech Apps 2600, 3rd Grade Tech Apps 3600, 4th Grade Tech Apps 4600, 5th Grade Tech Apps 5600, 6th Grade Tech Apps 6600, 7th	7.50000	25125.00
SUB TOTAL					25,125.00

INVOICE TO:  
 PORT NECHES GROVES  
 INDEPENDENT SCHOOL DISTRICT  
 620 AVENUE C  
 PORT NECHES, TX 77651

REQ. NUMBER: 0000069833  
 VENDOR KEY : LEARNING015  
 PAGE NUMBER: 2  
 REQ. DATE : 08/07/2019  
 SHIP DATE : 08/07/2019  
 FISCAL YEAR: 2019-2020  
 ENTERED BY : JARREMAR000

PRINTED 08/07/2019

PURCHASE ORDER

COMPANY:  
 LEARNING.COM  
 DEPT LA24710  
 PASADENA, CA 91185-4710  
  
 Phone:  
 Fax:

DELIVER TO:  
 PORT NECHES-GROVES ISD WGEC  
 5840 WEST JEFFERSON  
 GROVES, TX 77619  
  
 ATTN: MARY JARRELL

QUANT.	UNIT OF MEASURE	CATALOG	DESCRIPTION	UNIT COST	TOTAL COST
10	EA		Grade Tech Apps 7600 & 8th Grade Tech Apps 8600. TSV-PLS-TEXSP Plus Service for Texas Schools is an annual service that provides live product & implementation training sessions, an annual start-up session, setup support, and a dedicated point of contact to coordinate these services.		

TOTAL 25,125.00

P.O.: 871	ACCOUNT SUMMARY (FOR INTERNAL USE)	VENDOR KEY : LEARNING015
ACCOUNT		AMOUNT
410 E 11 6321 00 999 0 11 0 00		25,125.00

#####  
 # This is a Requisition and not an official Purchase Order. #  
 # The District is not financially responsible for #  
 # the unauthorized purchases made with a Requisition. #  
 #####

INVOICE TO:  
 PORT NECHES GROVES  
 INDEPENDENT SCHOOL DISTRICT  
 620 AVENUE C  
 PORT NECHES, TX 77651

REQ. NUMBER: 0000069834  
 VENDOR KEY : IXL LEAR000  
 PAGE NUMBER: 1  
 REQ. DATE : 08/07/2019  
 SHIP DATE : 08/07/2019  
 FISCAL YEAR: 2019-2020  
 ENTERED BY : JARREMAR000

PRINTED 08/07/2019

PURCHASE ORDER

COMPANY: IXL LEARNING, INC. 777 MARINERS ISLAND BLVD STE 600 SAN MATEO, CA 94404  Phone: Fax:	DELIVER TO: PORT NECHES-GROVES ISD WGEC 5840 WEST JEFFERSON GROVES, TX 77619  ATTN: MARY JARRELL
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QUANT.	UNIT OF MEASURE	CATALOG	DESCRIPTION	UNIT COST	TOTAL COST
			QUOTE 988791-0719-4-3 IXL District Purchase from 8/14/2019 through 8/14/2020		
<b>**For information regarding this purchase order, please contact Mary Jarrell at 409-962-8446**</b>					
1	EA		IXL District Purchase for K-8 Campuses from 8/14/2019 through 8/14/2020	34564.00000	34564.00

TOTAL 34,564.00

P.O.: 871		ACCOUNT SUMMARY (FOR INTERNAL USE)			VENDOR KEY : IXL LEAR000	
ACCOUNT					AMOUNT	
199	E	11	6399 00 041 0 11 0 00	8,748.94		
199	E	11	6399 00 042 0 11 0 00	7,118.22		
199	E	11	6399 00 103 0 11 0 00	410.01		
199	E	11	6399 00 104 0 11 0 00	5,593.11		
199	E	11	6399 00 105 0 11 0 00	160.48		
199	E	11	6399 00 107 0 11 0 00	2,609.15		
199	E	11	6399 00 871 0 11 0 00	9,018.14		
199	E	11	6399 00 871 0 25 0 00	905.95		

#####  
 #  
 # This is a Requisition and not an official Purchase Order. #  
 # The District is not financially responsible for #  
 # the unauthorized purchases made with a Requisition. #  
 #####

# **Port Neches-Groves Independent School District**

## **Board Document**

MEETING DATE: August 12, 2019

AGENDA ITEM: Consider Approval of Order Calling for School Bond Election –  
November 5, 2019

Recommendation: It is recommended that the Board approve the Order Calling for School  
Bond Election on November 5, 2019

Resource Personnel: Dr. Mike Gonzales, Superintendent  
Julie Gauthier, Assistant Superintendent  
Dr. Brenda Duhon, Assistant Superintendent  
Sheri Drawhorn, Business Manager

**ORDER CALLING A SCHOOL BOND ELECTION**

THE STATE OF TEXAS §

COUNTY OF JEFFERSON §

PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT §

WHEREAS, this Board of Trustees (the “Board”) of the Port Neches-Groves Independent School District (hereinafter sometimes referred to as the "District"), has, among others, the power to issue bonds for the construction, acquisition and equipment of school buildings in the District (including the rehabilitation, renovation and improvement thereof), and the purchase of necessary sites for school buildings; and

WHEREAS, the Board deems it necessary and advisable to call the election hereinafter ordered in order to provide adequate public school facilities for all the students of the Port Neches-Groves Independent School District; and

WHEREAS, the District will enter into one or more election agreements (the “Election Agreements”) with Jefferson County, Texas (the “County”) and possibly other political subdivisions (the “Participants”), in accordance with the laws of the State of Texas (the “State”) and applicable federal law;

WHEREAS, the meeting of this Board of Trustees at which this Election Order was adopted was open to the public and public notice of the date, time, place and purpose of said meeting was given, all as required by Chapter 551 of the Texas Government Code.

**THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT THAT:**

1. Findings. The statements contained in the preamble of this Election Order are true and correct and are hereby adopted as findings of fact and as a part of the operative provisions hereof.

2. An election shall be held, and notice is hereby given that an election will be held, between the hours of 7:00 a.m. and 7:00 p.m. on Tuesday, November 5, 2019, in the Port Neches-Groves Independent School District, for the purpose stated herein, which date is seventy-eight (78) or more days from the date of the adoption of this order . The Board hereby finds that holding the Election on such date is in the public interest. Taxes sufficient to pay the principal and interest on the bonds or any related credit agreements may be imposed.

3. The election shall be held jointly with Jefferson County, Texas and other political subdivisions within Jefferson County in accordance with Chapter 271 of the Texas Election Code and in accordance with the terms and provisions of a Joint Election Agreement in the form presented to the Authority (the "Joint Election Agreement"). The Board of Trustees of the District hereby ratifies, approves and authorizes the District to enter into the Joint Election Agreement.

4. Except as otherwise provided herein, the election precincts and the location of each polling place shall be as shown in the Joint Election Agreement and Exhibit A attached to this Order. The precinct judges and alternate judges for the Election shall be appointed in accordance with the Texas Election Code.

In the event the Superintendent, or his designee, shall determine from time to time that (a) a polling place herein or hereafter designated shall become unavailable or unsuitable for such use, or it would be in the District's best interest to relocate such polling place, or (b) a presiding judge or alternate presiding judge hereafter designated shall become unqualified or unavailable, the Superintendent, or his designee, is hereby authorized to designate and appoint in writing a substitute polling place, presiding judge or alternate presiding judge, as appropriate, and correct or modify the exhibits to this Election Order, giving such notice as is required by the Texas Election Code and as deemed sufficient.

5. The Board hereby appoints the County Clerk of Jefferson County, Texas, who currently is Carolyn Guidry, as the Early Voting Clerk for the District. In the event Carolyn Guidry is unable for any reason to serve as the Early Voting Clerk, then her successor in office who is the then current acting County Clerk of Jefferson County, Texas is hereby appointed as the Early Voting Clerk for the District. Early voting by both personal appearance and by mail will be conducted in accordance with the Texas Election Code. Early voting shall be conducted jointly from October 21, 2019 through November 1, 2019 at the places set forth in the Exhibit B attached hereto, or at such other locations as hereafter designated by the County Clerk of Jefferson County, Texas. The email address of the Early Voting Clerk is [guidry@co.jefferson.tx.us](mailto:guidry@co.jefferson.tx.us), and the mailing address of the Early Voting Clerk is County Clerk, Jefferson County Courthouse, 1001 Pearl, Beaumont, Texas 77701.

The County Clerk of Jefferson County, Texas is hereby authorized and directed to designate the early voting ballot board and other officers required to conduct early voting for the Election.

6. The conduct and manner in which said election shall be conducted shall be governed by and in accordance with the Texas Education Code, the Texas Election Code, the Voting Rights Act Amendments of 1975, and the rules of the Department of Justice

7. The County Clerk of Jefferson County, Texas is hereby authorized and

responsible for establishing a central counting station for the ballots cast in the election and appointing a Presiding Judge and other personnel necessary for such station.

8. The conduct and manner in which said election shall be conducted shall be governed by and in accordance with the Texas Education Code, the Texas Election Code, the Voting Rights Act Amendments of 1975, and the rules of the Department of Justice.

9. Electronic voting machines may be used in holding and conducting the Election on Election Day; provided, however, in the event the use of such electronic voting machines is not practicable, the Election may be conducted on Election Day by the use of paper ballots (except as otherwise provided in this section). Electronic voting machines or paper ballots may be used for early voting by personal appearance (except as otherwise provided in this section). As required by the Election Code, the District shall provide at least one accessible voting system in each polling place used in the Election. Such voting system shall comply with Texas and federal laws establishing the requirement for voting systems that permit voters with physical disabilities to cast a secret ballot. Paper ballots may be used for early voting by mail. Each voter desiring to vote in favor of a Proposition shall mark the ballot indicating "FOR" the Proposition, and each voter desiring to vote against a Proposition shall mark the ballot indicating "AGAINST" the Proposition. Voting shall be in accordance with the Election Code.

10. All notices, instructions, and ballots pertaining to the Election shall be furnished to voters in both English and Spanish and persons capable of acting as translators in both English and Spanish shall be made available to assist Spanish language speaking voters in understanding and participating in the election process.

11. A substantial copy of this Order shall serve as proper Notice of said election and the President of the Board of Trustees or the District's Superintendent shall cause said Notice to be published in English and Spanish one time, not earlier than the 30th day or later than the 10th day prior to the date set for the election in a newspaper published in and of general circulation in said District, and the President of the Board of Trustees or the District's Superintendent shall also cause this Order to be posted where notices are customarily posted in the Port Neches-Groves Independent School District at least twenty-one (21) days before the date of the election and also posted on the District's website and at each polling location in accordance with the requirements of the Texas Election Code.

12. At said election, the following Proposition shall be submitted in accordance with law:

**PROPOSITION A**

***Shall the Board of Trustees of the Port Neches-Groves Independent School District be authorized to issue and sell bonds of the District, in one or more series, in the aggregate***

*principal amount not to exceed \$130,000,000, for the purpose of paying for and financing the construction and equipping of new elementary schools in the District, and to acquire any necessary land and sites for any of such elementary school building projects, and with any remaining surplus funds, if any, to be used for contingency and for the construction of new school buildings and for renovation, additions to, improving and equipping of any other existing school buildings, school facilities and any school campus grounds in the District and for land acquisition; which bonds may be issued in various series or issues, may be sold at any price or prices, shall mature serially or otherwise and bear interest at such rate or rates (fixed, variable, floating, adjustable or otherwise) as shall be determined by the Board of Trustees of the District within its discretion at the time of issuance, but not to exceed the maximum maturity dates and interest rates now or hereafter authorized by law at the time of issuance; and shall the Board of Trustees be authorized to levy and pledge and cause to be assessed and collected annual ad valorem taxes on all taxable property in the District, sufficient, without limit as to rate or amount, to pay the principal of and interest on said bonds as they become due and the cost of credit agreements, if any, executed in connection with the bonds, all as authorized by the Constitution and the laws of the State of Texas?*

13. The official ballot for said election shall be prepared in accordance with the Texas Election Code so as to permit the electors to vote "FOR" or "AGAINST" the aforesaid Propositions with the ballot to contain such provisions, markings and language as required by law and with such Propositions to be expressed substantially as follows:

**PROPOSITION A**

<b>FOR</b>	)	<b>THE ISSUANCE OF \$130,000,000 OF</b>
	)	<b>PORT NECHES-GROVES INDEPENDENT SCHOOL DISTRICT</b>
	)	<b>UNLIMITED TAX SCHOOL BUILDING BONDS AND</b>
	)	<b>LEVYING THE TAX IN PAYMENT THEREOF TO PAY</b>
	)	<b>FOR AND FINANCE THE CONSTRUCTION, ACQUISITION AND</b>
	)	<b>EQUIPPING OF NEW ELEMETARY SCHOOLS AND THE</b>
	)	<b>PURCHASE OF NECESSARY SITES FOR SCHOOL</b>
<b>AGAINST</b>	)	<b>BUILDINGS</b>

14. The ballots shall be counted as provided by the Texas Election Code. After completion of his or her responsibilities under the Texas Election Code, including the counting of the voted ballots and the tabulation of the results, the presiding judge shall make a written return of the Election results to the District in accordance with this Election Order. The Board shall canvass the returns and declare the results of the Election. If a majority of the resident, qualified electors of the District voting at the Election, including those voting early, shall vote in favor of the Proposition, then the issuance and sale of the bonds described in the Proposition shall be authorized in the maximum amount contained therein, and the bonds shall be issued and

sold at the price or prices and in such denominations and series and at the time to times determined by the Board to be in the District's best interests.

15. Pursuant to Section 3.009, Texas Election Code: (i) the proposition language that will appear on the ballot is set forth in Section 13 of this Election Order, (ii) the purposes for which the bonds are to be authorized are set forth in Section 12 of this Election Order, (iii) the principal amount of bonds to be authorized is set forth in Section 12 of this Election Order, (iv) if the issuance of bonds is authorized by voters, taxes sufficient, without limit as to rate or amount, to pay the annual principal of and interest on the bonds and the costs of any credit agreements may be imposed, as set forth in Section 12 of this Election Order, (v) bonds authorized pursuant to this Election Order may be issued to mature over not to exceed forty years from their date of issuance and bearing interest at the rate or rates (not to exceed 15%), as authorized by law and determined by the Board, (vi) as of the beginning of the District's current fiscal year, the aggregate amount of outstanding principal of the District's debt obligations was \$84,720,000, and the aggregate amount of outstanding interest on the District's debt obligations was \$22,264,131, and (vii) the District's ad valorem debt service tax rate as of the date of adoption of this Election Order is \$0.2744 per \$100 of taxable property.

Based upon market conditions as of the date of this Election Order, the maximum net effective interest rate for any series of the bonds is estimated to be 4.50%. Such estimated maximum interest rate is provided as a matter of information, but is not a limitation on the interest rate at which the bonds, or any series thereof, may be sold. In addition, the estimate contained in this subsection (b) is (i) based on certain assumptions (including assumptions concerning prevailing market and economic conditions at the time(s) of issuance of the bonds) and derived from projections obtained from the District's financial advisor, (ii) subject to change to the extent that actual facts, circumstances and conditions prevailing at the time that the bonds are issued differ from such assumptions and projections, (iii) provided solely in satisfaction of the requirements of Section 3.009, Texas Election Code, and for no other purpose, without any assurance that such projections will be realized, and (iv) not intended to give rise to a contract with voters or limit the authority of the Board to issue bonds in accordance with the Propositions submitted by this Election Order.

16. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Order for all purposes and are adopted as a part of the judgment and findings of the Board of Trustees of the District.

17. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Order are hereby repealed to the extent of such conflict, and the provisions of this Order are and remain controlling as to the matters ordered herein.

18. This Order shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

19. If any provision of this Order or the application thereof to any person or circumstance is held to be invalid, the remainder of this Order and the application of such provision to other persons and circumstances is nevertheless be valid, and this Board of Trustees hereby declares that this Order would have been enacted without such invalid provision.

20. It is officially found, determined, and declared that the meeting at which the Order is adopted was open to the public and public notice of the time, place and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Texas Government Code chapter 551, as amended.

21. This Order is in force and effect from and after its final passage, and it is so ordered.

22. In all respects, said election shall be conducted in accordance with the Texas Election Code. The District's Superintendent shall have the authority to take, or cause to be taken, all actions reasonable and necessary to insure that the Election is fairly held and returns properly counted and tabulated for canvass by the Board, which actions are hereby authorized, ratified and confirmed. To the extent permitted by law, the Board President or Superintendent, in consultation with the District's legal counsel, are hereby authorized to make technical corrections and changes to this Order and also changes to any joint election agreement, election services contract, polling places, election judges and officers, and election procedures in the event changes are required because of such joint elections, or which may become necessary due to circumstances arising after the date of this Order, and are further directed to take any and all action necessary to comply with state and federal law in carrying out and conducting the election, whether or not expressly authorized herein.

ADOPTED AND APPROVED this \_\_\_\_\_ day of August, 2019.

\_\_\_\_\_  
President  
Board of Trustees  
Port Neches-Groves Independent School District

ATTEST:

\_\_\_\_\_  
Secretary  
Board of Trustees  
Port Neches-Groves Independent School District

(SEAL)

**EXHIBIT “A”**

**Polling Locations**

**See attached list of polling locations.**

Precincts Voting at Location (Precintos de votación en el Localización)	Election Day Polling Places (Localizaciones)	ADDRESS (Dirección)	City, State, Zip code (Ciudad, Estado, Código postal)
ALL (todos)	Amelia Elementary School	565 S. Major Dr	Beaumont, TX 77707
ALL (todos)	Beaumont Municipal Airport	455 Keith Rd.	Beaumont, TX 77713
ALL (todos)	Bevil Oaks City Hall	13560 River Oaks Blvd.	Bevil Oaks, TX 77713
ALL (todos)	BISD Administration Building	3395 Harrison Ave.	Beaumont, TX 77706
ALL (todos)	Maxson Memorial Church of God in Christ**	7920 N. Major Drive	Beaumont, TX 77713
ALL (todos)	Dishman Elementary	3475 Champions Dr.	Beaumont, TX 77707
ALL (todos)	O.C. Mike Taylor Career Center	2330 North St.	Beaumont, TX 77702
ALL (todos)	Precinct 1 Service Center	20205 W. Hwy. 90	China, TX 77613
ALL (todos)	Rogers Park Community Center	6540 Gladys Ave.	Beaumont, TX 77706
ALL (todos)	Roy Guess Elementary	8055 Voth Rd.	Beaumont, TX 77708
ALL (todos)	Hebert Library	2025 Merriman St.	Port Neches, TX 77651
ALL (todos)	Central Gardens Fire Station	2026 Spurlock Rd.	Nederland, TX 77627
ALL (todos)	Groves Public Library	5600 West Washington	Groves, TX 77619
ALL (todos)	Nederland City Hall	207 N. 12th Street	Nederland, TX 77627
ALL (todos)	Jerry Ware Airport Terminal	5000 Jerry Ware Dr.	Beaumont, TX 77705
ALL (todos)	JP 4 BLDG	19217 FM 365	Beaumont, TX 77705
ALL (todos)	Jefferson County ESD #4	12880 FM 365	Beaumont, TX 77705
ALL (todos)	Marion & Ed Hughes Public Library	2712 Nederland Ave.	Nederland, TX 77627
ALL (todos)	Port Neches City Hall	1005 Merriman	Port Neches, TX 77651
ALL (todos)	Groves Activity Building	6150 39th Street.	Groves, TX 77619
ALL (todos)	DeQueen Elementary	740 DeQueen Blvd.	Port Arthur, TX 77640
ALL (todos)	Jefferson County Sub-Courthouse	525 Lakeshore Dr.	Port Arthur, TX 77640
ALL (todos)	Memorial 9th Grade Academy	2441 61st St.	Port Arthur, TX 77642
ALL (todos)	O W Collins Retirement Center	4440 Gulfway Dr.	Port Arthur, TX 77642
ALL (todos)	Port Arthur Library**	4615 9th Ave	Port Arthur, TX 77642
ALL (todos)	Port Arthur Recreation Center	1308 9th Ave.	Port Arthur, TX 77642
ALL (todos)	R.L. Gabby Eldridge Center	5262 S. Gulfway Dr	Sabine Pass, TX 77655
ALL (todos)	Travis Elementary	1115 Lakeview Ave.	Port Arthur, TX 77642
ALL (todos)	Sam Houston Elementary	3245 36th St	Port Arthur, TX 77642
ALL (todos)	Alice Keith Park Recreation Center	4075 Highland Ave.	Beaumont, TX 77705
ALL (todos)	Charlton-Pollard Elementary	825 Jackson St.	Beaumont, TX 77701
ALL (todos)	Dr. Mae Jones-Clark Elementary	3525 Cleveland St.	Beaumont, TX 77703
ALL (todos)	Hamshire-Fannett High School	12702 2nd St	Hamshire, TX 77622
ALL (todos)	Jefferson County Courthouse	1085 Pearl St.	Beaumont, TX 77701
ALL (todos)	MLK Middle School	1400 Avenue A	Beaumont, TX 77701
ALL (todos)	John Paul Davis Community Center	3580 E. Lucas Dr.	Beaumont, TX 77703
ALL (todos)	Precinct 4 Service Center	7780 Boyt Rd.	Beaumont, TX 77713
ALL (todos)	Sterling Pruitt Center	2930 Gulf St.	Beaumont, TX 77703
ALL (todos)	Theodore Johns Library	4255 Fannett Rd.	Beaumont, TX 77705
	**Location Change		

**EXHIBIT “B”**

**Early Voting Locations**

**NOTICE OF EARLY VOTING LOCATIONS AND HOURS FOR**  
**November 5, 2019, CONSTITUTIONAL AMENDMENT AND JOINT ELECTION**  
**(Aviso de locales y horario para elecciones adelantadas de Noviembre 5, 2019**  
**Elección Sobre Enmiendas A La Constitución y Conjunta)**

Early Voting by personal appearance will be conducted at the following dates and times:  
*(La votación adelantada en persona se llevará a en las siguientes fechas y horarios:)*

<b>EARLY VOTING LOCATIONS:</b> (Localizaciones de Votación Adelantada):		
<b>Beaumont Courthouse-Main location</b>		<b>1085 Pearl St., Beaumont, Texas</b>
<b>Rogers Park Recreation Center</b>		<b>6540 Gladys, Beaumont, Texas</b>
<b>Theodore Johns Library</b>		<b>4255 Fannett Rd., Beaumont, Texas</b>
<b>John Paul Davis Community Center</b>		<b>3580 E Lucas, Beaumont, Texas</b>
<b>Jefferson Co. J.P. Pct. 4 Bldg.</b> (Judge Chesson’s Courtroom)		<b>19217 FM 365, Beaumont, Texas</b>
<b>Port Arthur Public Library</b>		<b>4615 Ninth Ave, Port Arthur, Texas</b>
<b>Port Arthur Sub-Courthouse</b>		<b>525 Lakeshore Dr., Port Arthur, Texas</b>
<b>Marion &amp; Ed Hughes Public Library</b>		<b>2715 Nederland Ave., Nederland, Texas</b>
<b>Groves Recreation Center</b>		<b>6150 39<sup>th</sup> Street, Groves, Texas</b>
<b>Effie &amp; Wilton Hebert Library</b>		<b>2025 Merriman St., Port Neches, Texas</b>
<b>Precinct One Service Center</b>		<b>20205 W. Hwy. 90, China, Texas</b>
<b>DATES AND HOURS FOR ALL ABOVE LOCATIONS:</b> (Fechas y Horas para todas las localizaciones):		
October 21 - 25 <i>(Octubre 21 - 25)</i>	Monday - Friday <i>(Lunes - Viernes)</i>	8:00 a.m. - 5:00 p.m.
October 26 <i>(Octubre 26)</i>	Saturday <i>(Sábado)</i>	7:00 a.m. - 7:00 p.m.
October 28 – November 1 <i>(Octubre 28- Noviembre 1)</i>	Monday – Friday <i>(Lunes – Viernes)</i>	7:00 a.m. - 7:00 p.m.