



## **Agenda of Regular Meeting**

### **The Board of Trustees Belton Independent School District**

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A Regular Meeting of the Board of Trustees of Belton Independent School District will be held December 15, 2025, beginning at 6:15 PM in the Pittenger Fine Arts Center, 400 N. Wall Street, Belton, TX 76513. One or more trustees may participate via video conference.

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 the meeting notice.

- 1. Call to Order, Moment of Silence and Pledge of Allegiance**
- 2. Recognitions** **4**
  - A. Student Pledges - Alice J. Tarver Elementary School
  - B. Student Showcase - Holiday Card Showcase
  - C. Texas Music Educators Association All-Region Recipients
  - D. Cross Country State Qualifiers
  - E. Texas High School Coaches Association Academic All-State Recipients
  - F. The Journey of a Graduate Milestones Award
  - G. Temple Rotary Educator of the Month **8**
  - H. Belton Rotary Educator of the Quarter **9**
  - I. Department Showcase - Special Education
  - J. Community Partner Recognition - Grace Art Gallery

<b>3. Public Comments Regarding Items on the Agenda</b>	
<b>4. Action Items</b>	
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B. Consider, Discuss, and Take Appropriate Action Regarding Approval of New Courses for the 2026-2027 School Year	16
<b>5. Reports</b>	
A. Goal 3 Report: Goal Setting & Onboarding	24
B. Board Committee Reports	
1. Policy Committee	
2. Budget Committee	
3. Facilities Committee	
C. Superintendent's Report	37
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<b>6. Consent Agenda: Consider and Take Appropriate Action</b>	
A. Minutes of Previous Meetings:	
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C. Gifts, Grants, and Bequests	101
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2. Renewal of Eduphoria for Software Licenses	
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F. Supply, Equipment, and Service Bids	108
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G. Appointment of Concussion Oversight Team	110
H. Cooperative Purchasing Program Fee Report	112

I. Change Order #2 with T.F. Harper & Associates for Delta Facility Bond Project	114
J. Acceptance and Close Out of Delta Facility Bond Project and Approval of Final Payment	117
K. Policy Update 126 - 2nd Reading	123
1. DGBA(LOCAL) Personnel-Management Relations: Employee Complaints/Grievances	124
2. FA(LOCAL) Parent Rights and Responsibilities	140
3. FFF(LOCAL) Student Welfare: Student Safety	142
4. FFG(LOCAL) Student Welfare: Child Abuse And Neglect	144
5. FNG(LOCAL) Student Rights And Responsibilities: Student and Parent Complaints/Grievances	152
<b>7. Public Comments Regarding Non-Agenda Items</b>	
<b>8. Closed Session (Texas Government Code, Subchapters D and E)</b>	
A. Student Disciplinary Matter - Texas Government Code, Section 551.082	
B. Personnel - Texas Government Code, Section 551.074	
C. Consultation with Attorney - Texas Government Code, Section 551.071	
<b>9. Reconvene in Open Session</b>	
<b>10. Adjourn</b>	

**Belton Independent School District**  
***Board of Trustee Meeting Agenda***  
***Item December 15, 2025***

**Item:** Recognitions

**Contact Person:** Christine Parks

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 2: Ensure exceptional learning experiences for each and every student.

Goal 4: Develop a district-wide culture of value, support, and growth amongst all students and staff.

**Background Information:**

**Student Pledges – Alice J. Tarver Elementary School**

This evening, the pledges were led by fifth graders Brecken Crossley and Charlie Warrick from Alice J. Tarver Elementary.

Brecken says math is his favorite subject because he enjoys problem solving and taking on challenging questions. Outside of school, he loves spending time with friends, playing sports and jumping into a game of Fortnite. His friends describe him as respectful, funny, smart and kind and as someone who is a good friend and shows empathy for others.

Charlie shares that math is her favorite subject because she prefers solving multiplication and division problems over writing essays. When she is not in the classroom, she enjoys playing soccer on her select team and spending time with her friends and family. Her friends describe her as smart, funny, responsible and kind.

**Student Showcase – Holiday Card Showcase**

Tonight’s student showcase features the Holiday Card Contest, celebrating the artistic talents of elementary students from across the district. With numerous outstanding submissions, the judges faced a challenging decision as they selected this year’s winners.

Congratulations to the winners of Belton ISD's 2025 Holiday Card Contest: Charter Oak Elementary fourth graders Barbara Martinez and Evan Waddle; Hubbard Branch Elementary fourth graders Carly Lewis and Cassie Tidwell and second grader Zaylen Wingfield; Alice J. Tarver Elementary fifth grader Charlotte Berens; Southwest Elementary fifth graders Denise Olvera, Lilyana Canul and Selena Raymond and second grader Rosebud Block; and Joe M. Pirtle Elementary fourth grader Emily Moreno and fifth grader Ellie Woodrow.

These talented students were supported by their art teachers Candy Crocker-Dukich, Anna Bastianelli, Rachel Pond, Rebecca Hanna and Kristin Bernstein.

### **Texas Music Educators Association All-Region Recipients**

Tonight, we are proud to recognize our middle school musicians who earned placement in the Texas Music Educators Association All-Region ensembles. This is the most individually competitive event for middle school band and orchestra students, requiring months of preparation and a rigorous blind audition process alongside hundreds of peers from across the region.

This year, 112 Belton ISD students earned all-region honors across both band and orchestra. These students demonstrated remarkable skill, dedication and musical maturity, and they represented their campuses with pride during rehearsals and performances with the top young musicians in our region.

We are grateful to the directors who supported and prepared these outstanding musicians: Chris Pulley, Patrick Trahan, Dane Wurman, Kaitlyn Pineiro, Matthew Vaadi, Jordan Dolotina, Camber Arredondo, Chris Ross, Evan Simmons, Kevin Nunez Alejandro and Alyssa Meyer.

We congratulate all of our All-Region recipients on this exceptional achievement.

### **Cross Country State Qualifiers**

Congratulations to Lake Belton High School freshman Keira Dzenowski for making school history as the first runner to qualify for the state cross-country meet. Keira's outstanding performance and determination have set a new milestone for LBHS and inspired her teammates and the Bronco community. She is supported by her coach, Lisa Dehart.

### **Texas High School Coaches Association Academic All-State Recipients**

Belton ISD is proud to celebrate 31 student-athletes from cross country, team tennis and volleyball who have been named to the Texas High School Coaches Association Academic All-State teams. To qualify for this honor, seniors must be in good standing with their team, demonstrate strong moral character and maintain an overall GPA of 92 or higher. Class rank and SAT/ACT scores are also considered in the selection process.

These Academic All-State honorees were supported by an incredible group of coaches, including Holly Lamberte and Lisa Dehart in cross country, Cory Smith and Niki Morgan in team tennis, and Haleigh Johnson and Allison Waits in volleyball.

Congratulations to all of our Academic All-State recipients for their outstanding commitment to academic excellence and athletic achievement.

### **The Journey of a Graduate Milestones Award**

Belton ISD is proud to continue the Journey of a Graduate Milestones Award, which recognizes middle school students who exemplify the district's core competencies.

Tonight, we recognize Abigail Mattson, an eighth grader at Belton Middle School, nominated by tennis coach Corinna Capraun for her exceptional perseverance.

Abigail is known for her maturity, determination and strong work ethic. Whether in the classroom, orchestra or on the tennis court, she approaches challenges with focus and resilience. Her coach describes her as a thoughtful leader who supports her team and contributes with quiet, steady empathy.

Abigail's perseverance and character reflect the spirit of the Journey of a Graduate, and we are proud to honor her with this Milestones Award.

### **Temple Rotary Educator of the Month**

Belton ISD is proud to recognize Ms. Emily Edelhauser as the Temple Rotary Club's Educator of the Month for her outstanding service to students at Belton High School.

Ms. Edelhauser is a dedicated AVID educator who builds a strong college-going culture through meaningful relationships, intentional support and high expectations. She consistently encourages students to pursue their goals and develop the skills needed for post-secondary success.

Her impact extends beyond AVID. She supports students across campus, contributes to the Tiger Media program, helps train staff who assist with AVID and willingly steps in wherever she's needed.

Ms. Edelhauser's leadership and commitment to students make her highly deserving of this honor. Belton ISD is proud to celebrate her as the Temple Rotary Educator of the Month.

### **Belton Rotary Educator of the Quarter**

Belton ISD is proud to recognize Melissa Baggett as the Belton Rotary Club's Educator of the Quarter for her outstanding service to Sparta Elementary. Now in her third year of teaching, all at Sparta, Ms. Baggett is known for her compassion, dedication and unwavering belief in her students.

Principal Debi Younger describes her as a teacher who refuses to let students fail, continually encouraging them to reach their full potential. She builds strong relationships with students, families and staff, and is a dependable teammate who is always willing to help.

Ms. Baggett's commitment to her craft and the success of her students is evident in their strong performance and in the positive impact she has across the campus.

Belton ISD is proud to celebrate Melissa Baggett as the Rotary Educator of the Quarter.

### **Department Showcase - Special Education**

This month's department showcase features Belton ISD's Special Programs team, a group of 98 educators who support more than 2,900 students with disabilities across the district. Their work includes behavior support, therapy services, speech and language support, counseling, assistive technology and program coordination.

This recognition aligns with National Special Education Day on December 2, which honors the educators who make inclusive learning possible.

### **Community Partner – Grace Art Gallery**

Tonight, we are proud to recognize Grace Art Gallery as a valued community partner that provides meaningful opportunities for Belton ISD students and staff to share their artistic talents.

Through exhibitions like Emerging Voices on November 14, 2025, and the upcoming staff showcase on February 5, 2026, the gallery offers a professional platform for artists across our district to be celebrated.

Belton ISD is grateful for Grace Art Gallery's continued partnership and its commitment to uplifting the creative voices of our students and educators.

### **Fiscal Implications:**

None.

### **Administrative Recommendation(s):**

None.

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**

**December 15, 2025**

**Item:** Temple Rotary Educator of the Month

**Contact Person:** Jennifer Ramirez

**Presented for:**    Action      Report Only

**Supporting Documents:**    None      Attached      Provided Later

**District Goal or Objective Addressed:**

Goal 3: Attract, retain, and support a world-class team of employees.

**Background Information:**

Emily Edelhauser is being recognized by the Temple Rotary Club as the Rotary Educator of the Month for December for her outstanding service to Belton ISD. Emily serves as an AVID teacher at Belton High School. She is in her 20th year in education, all at Belton High School.

Claudia Knox, Principal at Belton High School, stated the following about Ms. Edelhauser:

It is my distinct pleasure to recommend Ms. Emily Edelhauser for Rotary Teacher of the Month. Ms. Edelhauser is an exemplary educator whose professionalism, dedication, and unwavering commitment to student success make her a truly distinguished member of our faculty.

Ms. Edelhauser demonstrates exceptional passion for her work with our AVID students. She consistently provides them with the guidance, support, and encouragement necessary to excel academically and to pursue post-secondary opportunities. Her focus on building a college-going culture is evident in the thoughtful structures she implements and the meaningful relationships she cultivates.

Her impact, however, extends far beyond the AVID program. Ms. Edelhauser invests deeply in the well-being and success of students across our campus. She is known for building strong, positive relationships with all students, offering assistance whenever needed, and maintaining a steadfast commitment to doing what is best for them.

In addition to her teaching responsibilities, Ms. Edelhauser has devoted extensive time to supporting our Tiger Media program, ensuring that students have access to diverse learning experiences and community events. She has also played a key role in training staff who assist with AVID classes, thereby strengthening the program's overall quality and consistency. Furthermore, she is always willing to provide classroom coverage when needed, demonstrating an exemplary level of collegiality and service.

Ms. Edelhauser's professionalism, leadership, and student-centered approach make her highly deserving of this recognition. She embodies the qualities of an outstanding educator, and I wholeheartedly endorse her nomination for Rotary Teacher of the Month.

**Fiscal Implications:**

N/A

**Administrative Recommendation(s):**

Honor Emily Edelhauser for her service to Belton ISD.

**Belton Independent School District**  
***Board of Trustee Meeting Agenda Item***  
***December 15, 2025***

**Item:** Belton Rotary Educator of the Quarter

**Contact Person:** Jennifer Ramirez

**Presented for:**  Action  Report Only

**Supporting Documents:**  None  Attached  Provided Later

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**District Goal or Objective Addressed:**

Goal 3: Attract, retain, and support a world-class team of employees.

**Background Information:**

Melissa Baggett is being recognized by the Belton Rotary Club as the Rotary Educator of the Quarter for her outstanding service to Belton ISD. Melissa serves as a 4<sup>th</sup> grade teacher at Sparta Elementary School. She is in her 3rd year in education, all being at Sparta.

Debi Younger, Principal at Sparta Elementary, stated the following about Ms. Baggett:

I'm thrilled to nominate Melissa Baggett for the Outstanding Educator Award! Honestly, what makes her so special is the genuine, heartfelt caring and compassion she has for every single student. You can see her dedication in how hard she works to ensure each student reaches their absolute fullest potential. Crucially, Ms. Baggett simply doesn't accept failure; she is the ultimate champion for her students, constantly encouraging and guiding them until they succeed. She doesn't just teach; she builds meaningful connections—not just with the kids, but with their families and all of us on the staff. She isn't just a teacher; she's a huge part of our school family. And trust me, watching her brilliantly balance the demands of her career with raising her three active children is nothing short of inspiring! Plus, she is an incredible teammate—always the first to volunteer and lend a hand. She constantly works to sharpen her skills and is truly an inspiration to everyone in our building. Most importantly, her commitment delivers, as evidenced by the amazing results her students consistently achieve. Melissa was truly born to be a teacher, embodying the very definition of what an outstanding educator should be.

**Fiscal Implications:**

N/A

**Administrative Recommendation(s):**

Honor Melissa Baggett for her service to Belton ISD.

**Belton Independent School District**  
***Board of Trustee Meeting Agenda Item***

***December 15, 2025***

**Item:** Consider, Discuss and Take Appropriate Action Regarding Adoption of the 2026-2027 Academic Calendar

**Contact Person:** Gabi Nino

**Presented for:**  Action     Report Only

**Supporting Documents:**    None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 4: Develop a district-wide culture of value, support, and growth amongst all students and staff.

**Background Information:**

The administration will present the Board with a brief overview of the academic calendar design process and will make a recommendation for consideration and possible approval of the 2026-2027 Academic Calendar.

**Fiscal Implications:**

N/A

**Administrative Recommendation(s):**

The administration recommends that the Board of Trustees adopt the 2026-2027 Academic Calendar as presented.

# Action - Adoption of the 2026-2027 Academic Calendar

**BELTON ISD BOARD OF TRUSTEES**  
REGULAR BOARD MEETING  
December 15, 2025



# Purpose

Provide an overview of the calendar design process and make a recommendation for the 2026-2027 BISD Academic Calendar.

**LEADERS  
ARE  
READERS**



# Process

**Input & Feedback**

**DWEIC Calendar Parameters**

**Input Survey**

**Analyze & Design**

**Campus & DWEIC**



**DRAFT**

**BELTON INDEPENDENT SCHOOL DISTRICT**  
**2026-2027 School Calendar**  
 254-215-2000  
 www.bisd.net

July 2026							January 2027							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
				1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	<6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30	31		24	25	26	27	28	29	30	
							31							

**Student/Teacher Holidays**

- Jan 1 - New year's Day
- Jan 18 - Martin Luther Kin, Jr. Day y
- Feb 15 - President's Day
- Sept 7 - Labor Day
- Nov 11 - Veterans Day
- Nov 23 - 27 Thanksgiving Break
- Dec 21 - Jan 1 Winter Break
- Oct 12 - Fall Break
- March 15-19 - Spring Break
- March 26 - Good Friday
- April 26 - District Closed

**Professional Learning/Student Holidays**

- Aug 4-12
- October 8
- January 4
- February 12

**Teacher Workday/Student Holidays**

- January 5
- March 29

**Teacher Professional Learning Exchange Days**

- Oct 9
- May 28

**Parent Conference Day**

- Oct 30

**√ Early Release Days - 2 hours**

- Dec 18
- May 26

**\* Bad Weather Days**

- Feb 15
- Mar 29
- April 16

**<> Reporting Periods**

- 1st Semester: 80.5
- 2nd Semester: 89.5
- Total Student Days: 170
- Total Teacher Days: 187

August 2026							February 2027						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
					1								
2	3	4	5	6	7	8	1	2	3	4	5	6	
9	10	11	12	<13	14	15	7	8	9	10	11	12	13
16	17	18	19	20	21	22	14	15*	16	17	18	19	20
23	24	25	26	27	28	29	21	22	23	24	25	26	27
30	31						28						

September 2026							March 2027							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
				1	2	3	4	5						
6	7	8	9	10	11	12	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	21	<22	23	24	25	26	27	
27	28	29	30				28	29*	30	31				

October 2026							April 2027							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
					1	2	3							
4	5	6	7*	8	9	10	4	5	6	7	8	9	10	
11	12	<13	14	15	16	17	11	12	13	14	15	16*	17	
18	19	20	21	22	23	24	18	19	20	21	22	23	24	
25	26	27	28	29	30	31	25	26	27	28	29	30		

November 2026							May 2027						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
1	2	3	4	5	6	7							
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	>26	27	28	29

December 2026							June 2027							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
				1	2	3	4	5						
6	7	8	9	10	11	12	6	7	8	9	10	11	12	
13	14	15	16	17	>18	19	13	14	15	16	17	18	19	
20	21	22	23	24	25	26	20	21	22	23	24	25	26	
27	28	29	30	31			27	28	29	30				

# Recommendation

**DRAFT**

BELTON INDEPENDENT SCHOOL DISTRICT  
2026-2027 School Calendar  
254-215-2000  
www.bisd.net

July 2026	August 2026	September 2026	October 2026	November 2026	December 2026
S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 <13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W TH F S 1 2 3 4 5 6 7> 8 9 10 11 12 <13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

January 2027	February 2027	March 2027	April 2027	May 2027	June 2027
S M T W TH F S 1 2 3 4 5 <6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12> 13 14 15 16 17 18 19 20 21 <22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**Student/Teacher Holidays**

- Jan 1 - New year's Day
- Jan 16 - Martin Luther Kin, Jr. Day y
- Feb 15 - President's Day
- Sept 7 - Labor Day
- Nov 11 - Veterans Day
- Nov 23 - 27 Thanksgiving Break
- Dec 21 - Jan 1 Winter Break
- Oct 12 - Fall Break
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**Professional Learning/Student Holidays**

- Aug 4-12
- October 8
- January 4
- February 12

**Teacher Workday/Student Holidays**

- January 5
- March 29
- Oct 9
- May 28

**Parent Conference Day**

- Oct 30

**Early Release Days - 2 hours**

- Dec 18
- May 26

**\* Bad Weather Days**

- Feb 15
- Mar 29
- April 16

**<> Reporting Periods**

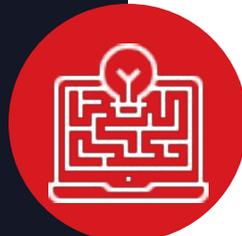
1st Semester: 80.5  
2nd Semester: 89.5  
Total Student Days: 170  
Total Teacher Days: 187



Balance



Alignment

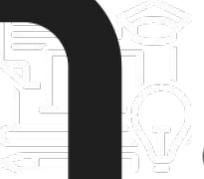
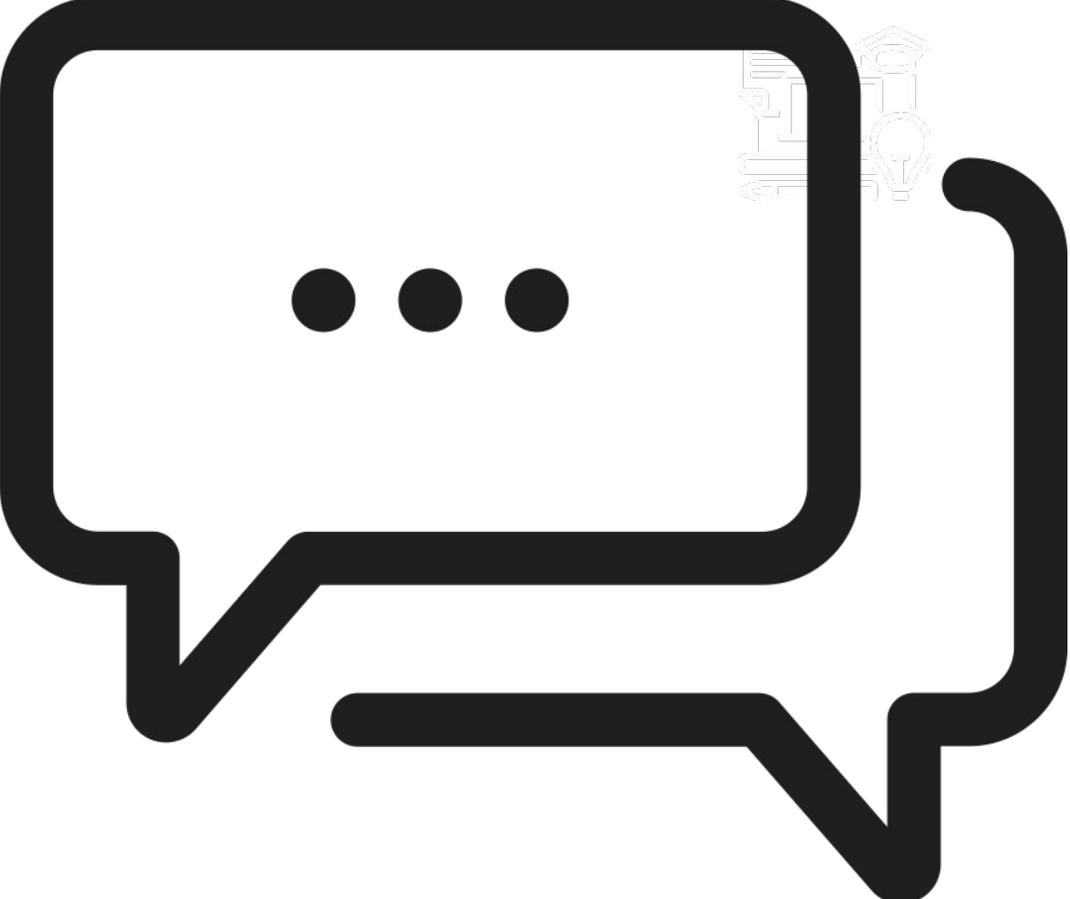


Professional Learning



Work and Planning Time

# Discussion



**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**

**December 15, 2025**

**Item:** Consider, Discuss, and Take Appropriate Action Regarding Approval of New Courses for the 2026-2027 School Year

**Contact Person:** Gabi Nino

**Presented for:** Action  Report Only

**Supporting Documents:** None  Attached  Provided Later

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**District Goal or Objective Addressed:**

Goal 2: Ensure exceptional learning experiences for each and every student.

**Background Information:**

The Teaching & Learning Department facilitates the annual process review of course offerings and revisions to the course catalog and planning guides. New course proposals are considered based on interest and need as well as weighting against criteria including graduation requirements, placement in course sequencing, cost and potential enrollment.

New courses approved by the Board will be incorporated into next year's Secondary Course Planning Guide and courses will be reviewed with students during course selection. Information on how to access the planning guide will be sent to parents and is included on the Belton ISD website.

Consent is requested for the addition of the following courses:

- Practicum in Law, Public Safety, Corrections, & Security
- Extended Practicum in Health Science

**Fiscal Implications:**

Approved courses will become part of the 2026-2027 budget planning process.

**Administrative Recommendation(s):**

Approve proposed courses for the 2026-2027 school year as presented.



# Action: Approval of New Courses for the 2026-2027 School Year

**BELTON ISD BOARD OF TRUSTEES**  
REGULAR BOARD MEETING  
DECEMBER 15, 2025





# Purpose

Seek approval for proposed new courses for the 2026-2027 school year.



# Intent

VISION, VALUES AND BELIEFS

NEED



WHY

WANT



# Practicum in Law, Public Safety, Corrections, & Security

- To complete the Legal Studies Program of Study courses at New Tech.



# Extended Practicum in Health Science

- To capture graduation credit for required 80 hours of outside of class clinical experience.



# Communication

**Awareness**

**Communication provided to campuses, families, and students for new courses that have been adopted**

**Catalog**

**New courses are incorporated in the course catalog for the following school year**

**Advising**

**Counselors review courses with students when next year course selections are made**

22



# Discussion





# Goal 3 Report: Goal Setting & Onboarding

Belton ISD Board of Trustees  
Regular Board Meeting  
December 15, 2025



# Purpose

To provide an update on goal 3 relating to goal setting and onboarding.

# Goal 3 KPM

**Achieve 80% staff participation in creating and pursuing a professional learning goal aligned with the BISD Leadership Definition by May 2026.**

# Process

- Deepened understanding of our Leadership Definition competencies
- Communicated expectations for submitted goals to align with a leadership competency
- Established committee to determine language and format of the goal setting document
- Provided communication to all staff regarding goal setting expectations
- Aligned professional learning sessions to our competencies throughout the year

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# Leadership Definition

Category	Competency	Description
Build Culture	Communicate for impact	Actively listens and strategically articulates thoughts and ideas effectively using multiple modes of communication.
	Cultivate relationships	Develops a culture of value, support and growth amongst stakeholders.
	Model empathy	Demonstrates sensitivity, respect, and understanding towards others' feelings and experiences.
Empower People	Promote growth	Embraces opportunities for learning in pursuit of better results for <i>each and every</i> .
	Focus on what matters most	Prioritizes work that positively impacts student success.
	Create synergy	Promotes the mindset that we can achieve more collectively than we can individually.
Pursue Excellence	Model continuous improvement	Engages in reflection, refinement, and implementation of systems and processes.
	Inspire innovation	Ignites creativity, forward thinking, and a proactive approach to exploring new ideas.
	Manage change	Adapts actions to support others while implementing change to achieve sustainable improvement.

# Evaluation Instrument - Goal Setting

Employee Goal Evaluation Form in Eduphoria/Strive

**Goals**  
3 Tasks ^

**0/1** Learning Goal  
Due September 15, 2025

No goals attached.

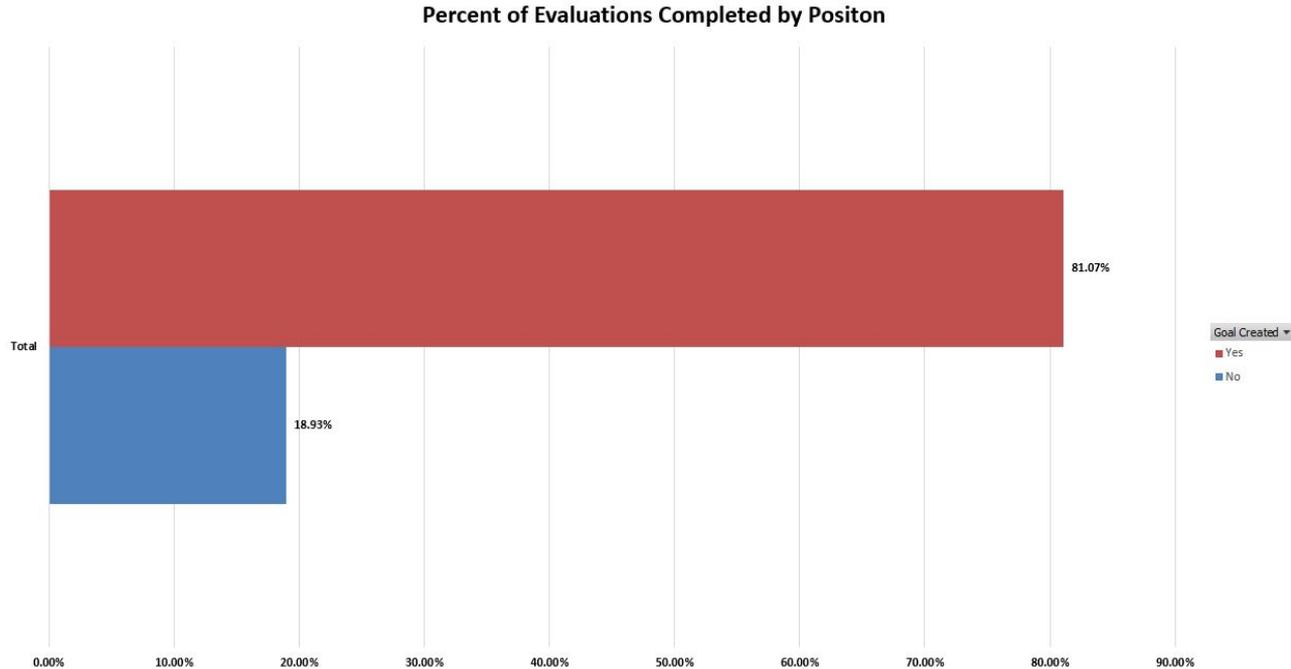
**0/1** Professional Goal  
Due September 15, 2025

No goals attached.

**0/1** Aligns with Leadership Definition and Competencies  
Due September 29, 2025 +

No documents attached.

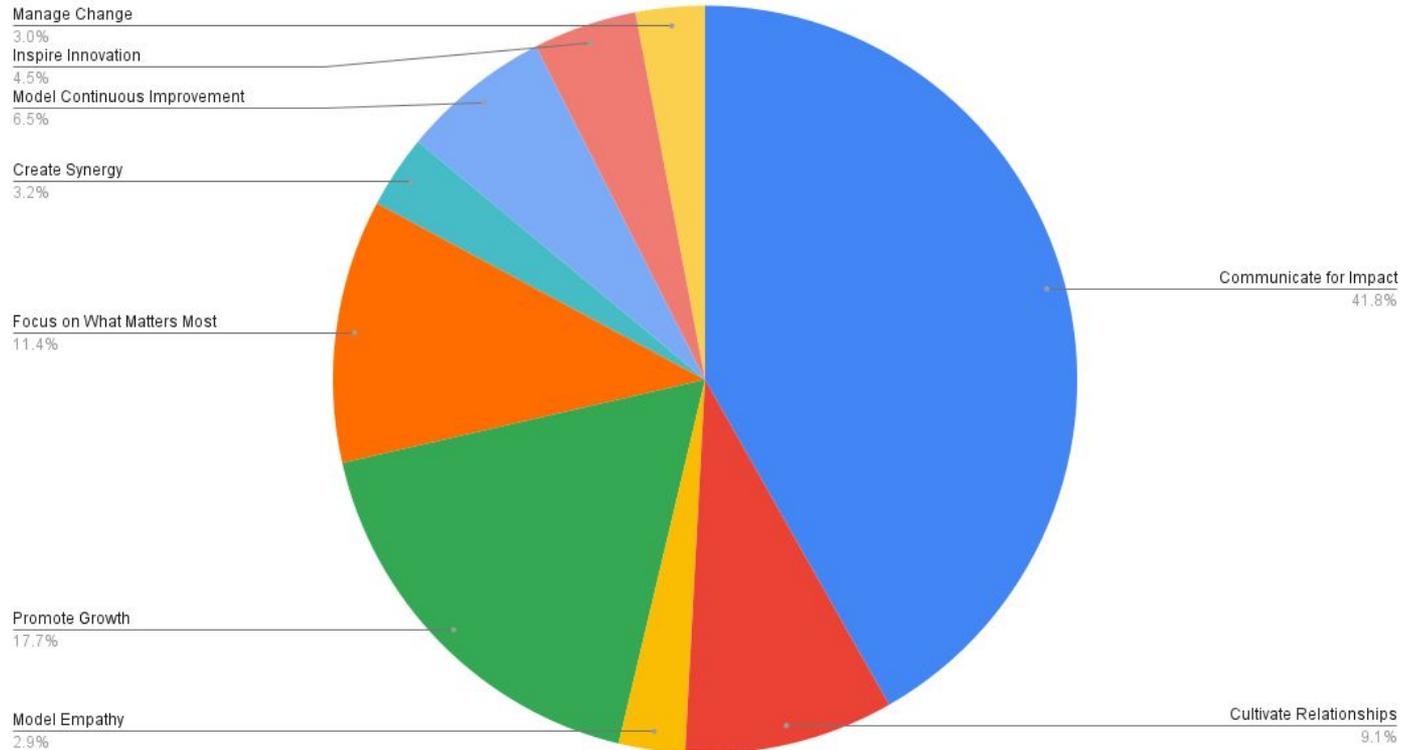
# Goal Setting & Leadership Definition



Note: Data as of December 1, 2025

# Goal Setting & Leadership Definition

## LEADERSHIP DEFINITION GOALS



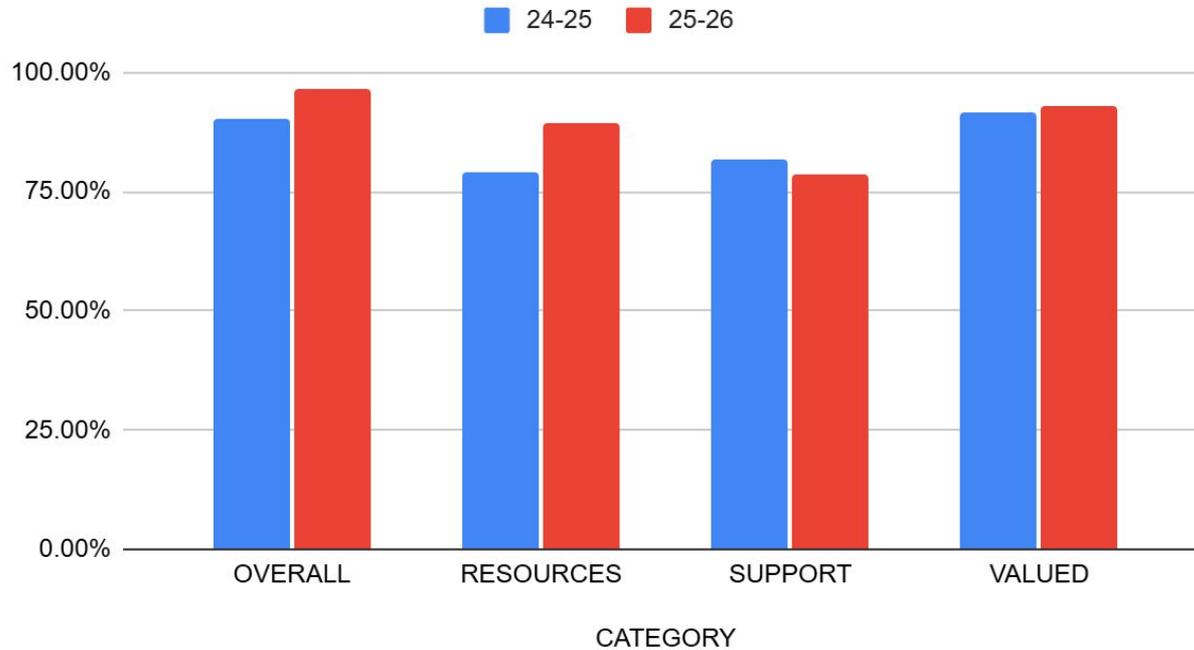


# Onboarding



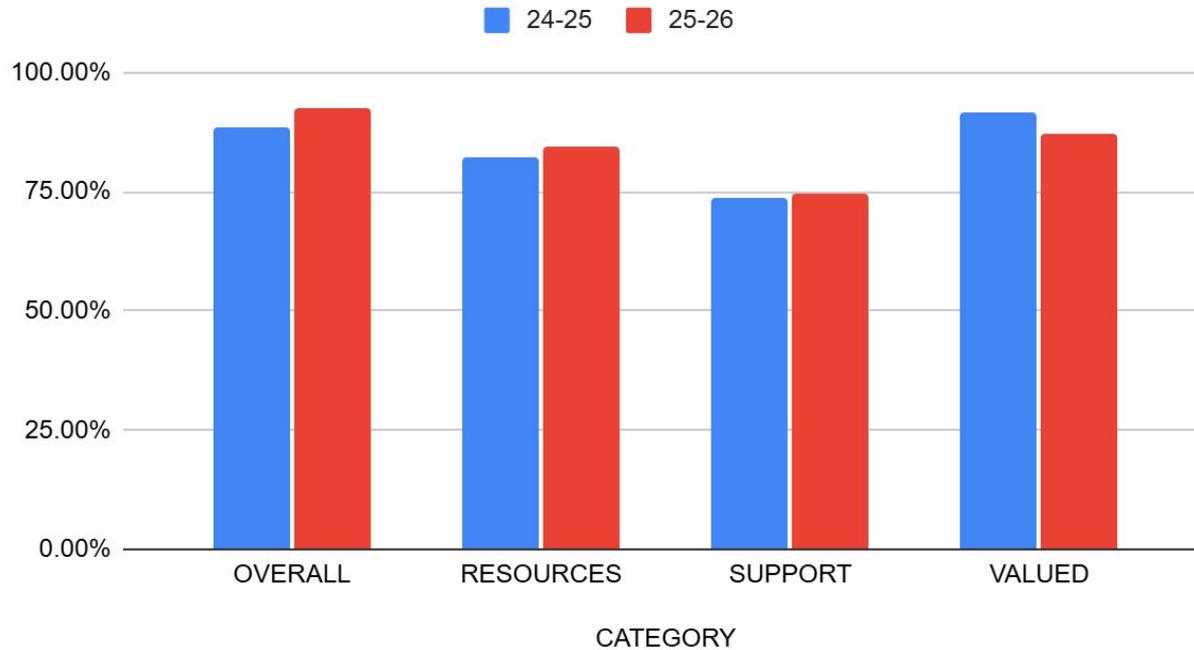
# Onboarding

## TEACHER 30 DAY COMPARE



# Onboarding

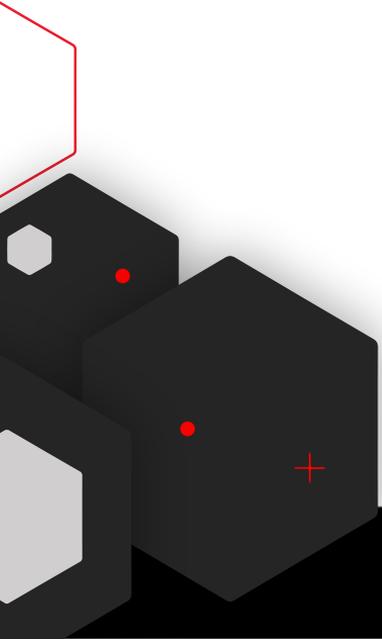
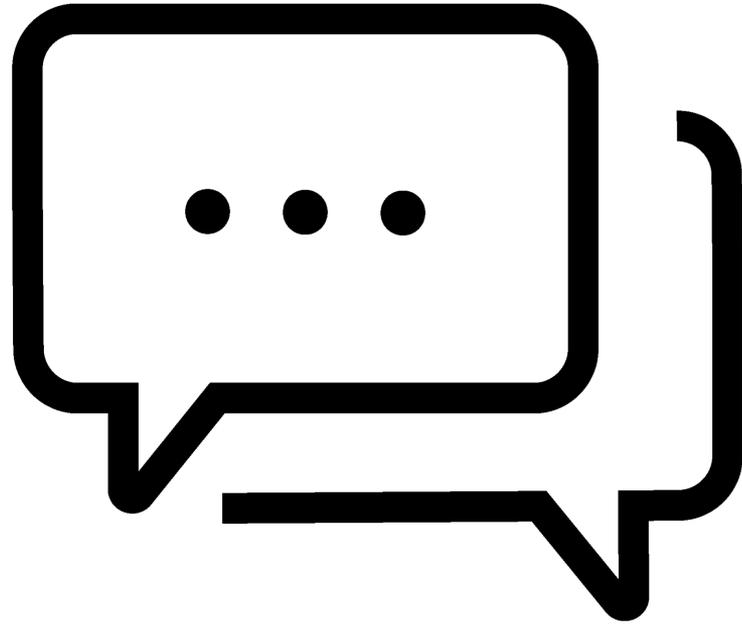
## TEACHER 60 DAY COMPARE



# Onboarding - Feedback

- **Campus Support & Mentorship**
- **Training & Professional Development**
- **Workload & Work-Life Balance**

# Discussion





# SUPERINTENDENT'S REPORT

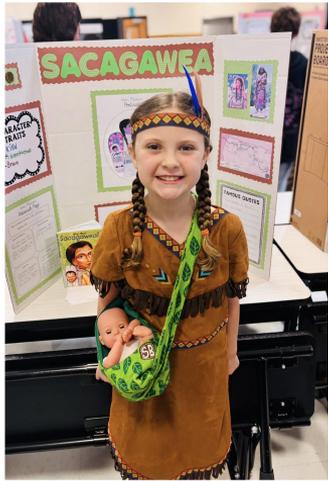
Monday, December 15, 2025

# VISION

Empower each and every learner to pursue their dreams and enrich their communities.



# Exceptional Learning



# Community Engagement



# Ensure Exceptional Learning





# SUPERINTENDENT'S REMARKS

# Belton Independent School District

## Special Meeting Minutes

Special Board Meeting, November 13, 2025 - 5:00 p.m.

Dragon Room, 400 N. Wall Street, Belton TX, 76513

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### Board Members Present:

Manuel Alcozer  
Chris Flor  
Rucker Preston  
Jeff Norwood

Brandon Bozon  
Riley Beck  
Erin Bass

### Board Members Absent:

### 1. Call to Order:

Manuel Alcozer called the special meeting of the Belton Independent School District Board of Trustees to order at 5:00 p.m. He stated that a quorum of Board Members was present, that the meeting had been duly called, and that notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

### 2. Public Comments:

None.

### 3. Action

#### **A. Consider, Discuss, and Take Appropriate Action Regarding Canvassing Returns and Declaring the Results of a Bond Election held in the Belton Independent School District on November 4, 2025**

Manuel Alcozer, Board President, presented the returns of the November 4, 2025 Bond Election, in which voters approved the following proposition:

- **Proposition C** (\$6,000,000 Technology - for student and staff devices) received 4934 votes for and 4401 votes against.

The following positions did not pass:

- **Proposition A** (\$92,925,000 - General - security cameras, playground fencing, exterior lighting, HVAC, roofing; substantial updates and modernization at Sparta Elementary, Lakewood Elementary, DAEP, and Belton Middle School.) received 4625 votes for and 4,714 votes against.
- **Proposition B** (\$43,725,000 - Athletic Stadiums - Construction of a competition Stadium at Lake Belton HS and updates for Tiger Field at Belton HS) received 3544 votes for and 5789 votes against.
- **Proposition D** (\$19,185,000 - Swim Center upgrades - Additional pool space and updates to current locker rooms) received 3933 votes for and 5403 votes against.

Jeff Norwood made a motion, seconded by Rucker Preston, to approve the order canvassing returns of the November 4, 2025 bond election as presented. The motion carried by a vote of 7-0.

**4. Adjourn:** There being no further business, the meeting was adjourned at 5:02 p.m.

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Manuel Alcozer, President

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Erin Bass, Secretary

# Belton Independent School District

## Workshop Meeting Minutes

Board Workshop Meeting, November 17, 2025 - 5:00 p.m.

Dragon Room, 400 N. Wall Street, Belton TX, 76513

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### Board Members Present:

Manuel Alcozer  
Chris Flor  
Rucker Preston  
Jeff Norwood

Brandon Bozon  
Riley Beck  
Erin Bass

### Board Members Absent:

### 1. Call to Order:

Manuel Alcozer, Board President, called the workshop meeting of the Belton Independent School District Board of Trustees to order at 5:00 p.m., that the meeting had been duly called, and notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

### 2. Public Comments:

None.

### 3. Board Workshop:

#### **A. Budget Overview**

Dr. Malinda Golden, Superintendent, introduced Melissal Lafferty, Chief Financial Officer, who engaged the Board in a workshop that focused on budgetary challenges and future financial planning. Discussions center on recent budget reductions, including staffing adjustments and cuts to campus and departmental budgets, undertaken due to factors like slowing enrollment, decreased federal funding, and rising inflationary costs. The Board also reviews the 2026-2027 budget timeline and assumptions, noting a projected deficit. Dr. Golden asked the Board their input on budgetary goals. Ideas were as follows:

- Maintain 20% fund balance per established policy.
- Increase funding for facilities and capital improvements to 1.5 million, from \$500,000.
- Increase staff compensation and health insurance supplement.
- Reduce the pupil-teacher ratio.
- Continue to identify reductions.

The Belton ISD Board Workshop concluded with the discussion of several goals for the 26-27 budget.

**Adjourn:** There being no further business, the meeting was adjourned at 6:03 p.m.

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Manuel Alcozer, Board President

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Erin Bass, Board Secretary

# Belton Independent School District

## Board Meeting Minutes

Regular Board Meeting, November 17, 2025 - 6:15 p.m.

Pittenger Fine Arts Center, 400 N. Wall Street, Belton, TX 76513

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### Board Members Present:

Manuel Alcozer  
Chris Flor  
Rucker Preston  
Jeff Norwood  
Brandon Bozon  
Riley Beck  
Erin Bass

### Board Members Absent:

### 1. Call to Order, Moment of Silence and Pledge of Allegiance

Manuel Alcozer, Board President, called the regular meeting of the Belton Independent School District Board of Trustees to order at 6:27pm. He stated that a quorum of Board Members was present, that the meeting had been duly called, and notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

### 2. Recognitions

#### **Student Pledges – High Point Elementary School**

This evening, the pledges were led by High Point Elementary students Samuel Parker, fifth grader, and Laylah Pekar, fourth grader.

#### **Student Showcase – Belton High School Phlebotomy**

Belton ISD spotlighted the Belton High School Phlebotomy Program. As part of Belton ISD's Health Science pathway, students gain both medical knowledge and hands-on experience through courses like Principles of Health Science, Medical Terminology, and Anatomy and Physiology. By the end of the program, students can earn an industry-based certification as a phlebotomy technician, preparing them for careers or continued studies in nursing and medical sciences.

#### **Special Olympics Bowling**

The Board proudly recognized the Belton Champions Special Olympics Bowling Team for their outstanding performance at the Area 12 Bowling Competition on October 24 at Fort Hood. The team brought home five first-place, four second-place, three third-place, and additional top finishes, showcasing their teamwork, focus and determination. Thank you to coaches Lauren Marx and Misty Norwood for their leadership and support.

#### **National Merit Commended Scholars**

Belton ISD proudly recognized two outstanding Lake Belton High School seniors for their achievements in the 2025 National Merit Scholarship Program. Abran Guajardo and Taylor Rogers have been named National Merit Commended Scholars for their exceptional academic promise, ranking among the top 50,000 students nationwide.

#### **Marching Band State Qualifier**

The Board proudly recognized the Lake Belton High School Stampede Marching Band for advancing to the UIL 5A State Marching Band Contest, continuing the remarkable tradition of excellence since the school opened in 2020. The band is led by directors Bobby Yerigan, Craig

George, Jacob Guerrero, Grant Shane, Jessie Arbolay and student teacher and Belton High School alumnus Jacob Masters. The Stampede represented Lake Belton High School and Belton ISD with excellence at the state contest on November 10 at the Alamodome in San Antonio

### **CTE District of Distinction**

Belton ISD's Career and Technical Education (CTE) program earned the CTE District of Distinction honor from the Career and Technical Association of Texas (CTAT) for the second consecutive year. Belton ISD offers 25 programs of study, and in the 2024–2025 school year, students earned 1,116 industry certifications, an increase from 930 the year prior, demonstrating continued growth and excellence in connecting classroom learning to real-world opportunities. CTE is led by Director of PK-12 Career Readiness Denise Ayres.

### **FIRST, ASBO, GFOA Finance Department Awards**

Belton ISD's Finance Department earned a Superior Achievement "A" rating in the School Financial Integrity Rating System of Texas (FIRST) for the 14th consecutive year. The District also received recognition from the Association of School Business Officials (ASBO) and the Government Finance Officers Association (GFOA) for excellence in financial reporting for the sixth consecutive year. These honors reflect Belton ISD's continued commitment to transparency, fiscal responsibility and sound financial management.

### **Temple Rotary Educator of the Month**

Belton ISD proudly recognized Heath Conde as the Temple Rotary Club's Educator of the Month for October for his outstanding service to students at High Point Elementary. Now in his fifth year in education, all at High Point, Heath teaches first grade and is known for his leadership, positivity and student-first mindset. Beyond the classroom, Heath leads student leadership initiatives and serves as the campus STEM lead, helping foster innovation and engagement across the school.

### **Department Showcase - Health Services**

The evening's department showcase featured the Belton ISD Health Services team, a group of 31 full-time nurses, including 21 registered nurses and 10 licensed vocational nurses, who keep students and staff healthy, safe and ready to learn. Led by Marylisa Fanning, Director of Health Services, the department follows all state and federal health guidelines and exemplifies compassion, professionalism and dedication to student well-being across Belton ISD.

### **Community Partner Recognition – Baylor Scott & White Healthcare**

Baylor Scott & White Health is a valued community partner providing Belton ISD students with hands-on healthcare experiences from elementary through high school. Through programs like Dare to Dream, Healthcare Hero events, and high school job shadowing and mentorship, students explore real-world healthcare careers while building technical skills and leadership. Belton ISD is grateful for Baylor Scott & White Health's continued partnership and its commitment to inspiring the next generation of healthcare professionals.

### **3. Public Comments Regarding Items on the Agenda**

None.

### **4. Public Hearing**

### **A. Public Hearing Regarding Southwest Elementary Turn Around Plan**

Ms. Gabi Nino, Assistant Superintendent of Teaching and Learning, provided information to the Board regarding the campus rating models over time, and details specific to Southwest Elementary School. The campus improvement plan focuses on three areas: Strong School Leadership and Planning, High Quality Instructional Materials and Assessment, and Effective Instruction. Additionally, the District is working to remove barriers to extend the school day for students needing support and to secure a mentor for every student on campus who needs one.

Mr. Alcozer opened the public hearing at 7:19 p.m. There were no comments during the hearing therefore the hearing was closed at 7:19 p.m.

### **5. Action Item:**

#### **A. Consider, Discuss and Take Appropriate Action Regarding School Improvement Plans Including the Southwest Elementary Turn Around Plan**

See report.

Brandon Bozon made a motion, seconded by Riley Beck, to approve the Southwest Elementary Turn Around Plan (TAP) and the Local Improvement Plans for Chisholm Trail Elementary, High Point Elementary, Hubbard Branch Elementary and South Belton Middle School as presented. The motion passed unanimously, (7-0-0).

#### **B. Consider, Discuss, and Take Appropriate Action Regarding the Teacher Incentive Allotment Spending Plan**

Ms. Melissa Lafferty, Chief Financial Officer, and Dr. Deanna Lovesmith, Director of GT Services, presented the Teacher Incentive Allotment Spending Plan. The recommended model is a 90% / 10% split, which maximizes the dollars going directly to the teacher. 90% of the allotment generated by the teacher goes toward their compensation, while the District reserves 10% to cover the administrative costs of running the program, such as the expense of assessments (Star Renaissance), staffing, and professional learning. The payout amounts are set and calculated by the Texas Education Agency and are subject to change annually based on campus demographic changes.

Chris Flor made a motion, seconded by Erin Bass, to approve the proposed Teacher Incentive Allotment Spending Plan model allocating 90% to teacher compensation and 10% to the District to cover administrative costs to support the program as presented. The motion passed unanimously, (7-0-0).

### **6. Reports:**

#### **A. Goal 1 Report: Strategic Partnerships**

Ms. Christine Parks, Chief Communications Officer, provided a report on Goal 1 Strategic Partnerships. This key measure focuses on moving existing relationships toward strategic partnerships. The process requires campuses and departments to use their data to define a specific need and then seek partners with a shared vision to achieve a measurable and achievable outcome (e.g., increased student attendance or engagement). Strategic partnerships must clearly define the scope of collaboration, roles, responsibilities, and resources. A crucial element is the evaluation and assessment of the partnership's effectiveness through defined metrics. Examples include Burrell Elementary's partnership with the Texas Farm Bureau to build

a hydroponic grow tower and the Health Services Department's Well Kids Pilot Program with Baylor Scott and White Health. See report.

## **B. Board Committee Reports**

### **1. Policy Committee**

Mr. Alcozer noted this was cancelled.

### **2. Budget Committee**

Chris Flor and Brandon Bozon shared that the committee discussed the 26-27 budget planning, Teacher Incentive Allotment (TIA) Spending Plan, which was also an action item on the night's agenda, a brief update on the demographic report, bus sales and the status of remaining bond funds from the prior bond.

### **3. Facilities Committee**

Jeff Norwood and Rucker Preson received a 2022 Bond Update and discussed the 2025 bond election, where they analyzed voting numbers and propositions that failed, and lastly, reviewed the Fall 2025 demographic report.

## **Superintendent's Report**

Dr. Malinda Golden shared highlights from across the District to include the New to Profession Dinner, hosting Leadership Belton, meeting with Faith-based Leaders, the Grace Gallery student art showcase, Chisholm Trail's Storybook night, the exceptional performances by the Marching 100 and Stampede. Her final note addressed the bond election, thanking the community for approving Proposition C for technology but acknowledging disappointment regarding the failure of other propositions, stating that the district is listening to feedback regarding facility needs.

## **D. Board Highlights**

Chris Flor attended the Grace Gallery Art Show, several theater productions, and celebrated the achievements of the Marching 100 and the Stampede Marching Band. He also chaperoned the State Marching Band Contest. Rucker Preston attended a theater production, the Belton High homecoming game, playoff game send-offs for both Belton High School and Lake Belton High School, the Lake Belton High School girls basketball home opener, and the faith-based leaders meeting. Erin Bass attended various sporting events like Friday Night Lights, a low-key sit-in concert for beginning band sixth graders at South Belton Middle School, the South Belton Middle School theater performance, and the Hubbard Branch Veterans Day event. She also reflected on Parent Conference Day. Riley Beck attended the South Belton Middle School orchestra concert at Belton High School.

## **7. Consent Agenda: Consider and Take Appropriate Action**

### **A. Minutes of Previous Meetings:**

1. October 20, 2025 - Workshop Meeting
2. October 20, 2025 - Regular Meeting

### **B. Unaudited Financial Report for the Month Ending October 31, 2025**

### **C. Gifts, Grants, and Bequests**

### **D. Budget Amendment #2 for 2025-2026**

### **E. Expenditures over \$50,000**

1. Renewal of Blackswan Cybersecurity for Sentry Managed Security Services
2. Renewal of Unite Private Network LLC Segra for Wide Area Network
3. Renewal of Cybernut Inc. for Cybersecurity

- 4. Longhorn Bus Sales for New Buses 2022 Bond Project
- F. Supply, Equipment, and Service Bids
  - 1. RFP #2509-675-395 Kitchen Repairs and Services
  - 2. RFP #2509-675-396 Kitchen Equipment
- G. Learning Acceleration Support Opportunities (LASO) Grant Application
- H. Resolution Regarding Votes Cast to Elect Directors for the Tax Appraisal District of Bell County for the Year 2026
- I. Selection of Construction Delivery Method for Joe M. Pirtle Elementary HVAC Replacement 2022 Bond Project
- J. Water and Wastewater Utility Easement Agreement with the City of Belton at Hubbard Branch Property

Brandon Bozon made a motion, seconded by Chris Flor, to approve the consent agenda as presented. The motion passed unanimously, (7-0-0).

**8. Public Comments Regarding Non-Agenda Items**

Keith Gilbertson - District priorities

**9. Closed Session (Texas Government Code, Subchapters D and E)**

The Board went into closed session at 8:38 p.m.

- A. Student Disciplinary Matter - Texas Government Code, Section 551.082
- B. Personnel - Texas Government Code, Section 551.074
  - 1. Consider Superintendent Recommendation Regarding Termination of Assistant Principal, Term Contract Employee
- C. Deliberations about Real Property - Texas Government Code, Section 551.072
- D. Consultation with Attorney - Texas Government Code, Section 551.071

**10. Reconvene in Open Session and Take Action, if any, on Items Discussed in Closed Session**

The Board reconvened in Open Session at 9:15 p.m.

**11. Action Items**

**A. Propose Termination of Assistant Principal, Term Contract Employee**

No action was taken.

There being no further business, the meeting was adjourned at 9:16 p.m.

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Manuel Alcozer, President

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Erin Bass, Secretary

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**  
**December 15, 2025**

**Item:** Unaudited Financial Report for the Month Ending November 30, 2025

**Contact Person:** Melissa Lafferty

**Presented for:**  Action     Report Only

**Supporting Documents:**    None    Attached    Provided Later

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**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

Attached are the monthly financial and quarterly investment reports for the District. The reports represent the financial activity as of the close of the prior month for the General Fund 199, the Child Nutrition Fund 240, the Debt Service Fund 599, and the 2022 Bond Fund 622. These are unaudited figures, and an independent financial audit will be performed for the period ending August 31, 2025, and presented under separate cover.

The monthly financial and quarterly investment reports provide information on the District's cash and investment accounts including balances and investment transactions as of the close of the noted month in accordance with CDA(LEGAL).

**Fiscal Implications:**

For informational purposes only.

**Administrative Recommendation(s):**

Accept the monthly financial and quarterly investment reports as presented.



# FINANCIAL STATEMENTS & INVESTMENT REPORT

## TABLE OF CONTENTS

### Description

- Financials - Unaudited Statements of Revenues and Expenditures
  - General Operating - 199
  - School Nutrition - 240
  - Debt Service - 599
  
- Project Summary for 2022 Bond Fund
  
- Investment Report - Monthly
  
- Investment Report - Quarterly

**BELTON ISD**  
**Statement of Unaudited Revenues and Expenditures Budget VS. Actual**  
**General Fund (199)**  
**As of November 30, 2025**

	Adopted Budget	Amended 2025-26	Y-T-D Actual	Balance	Percent of Total
<b>Revenues</b>					
5700 Local Sources	\$ 50,511,930	\$ 50,527,418	\$ 11,516,633	\$ 39,010,785	22.8%
5800 State Sources	101,422,971	101,405,923	47,544,530	53,861,393	46.9%
5900 Federal Sources	1,375,000	1,375,000	260,948	1,114,052	19.0%
Total Revenues	<u>\$ 153,309,901</u>	<u>\$ 153,308,341</u>	<u>\$ 59,322,111</u>	<u>\$ 93,986,230</u>	<u>38.7%</u>
<b>Expenditures</b>					
11 Instruction	\$ 82,233,007	\$ 81,972,409	\$ 21,459,379	\$ 60,513,030	26.2%
12 Instructional resources & media	1,771,816	1,771,816	402,842	1,368,974	22.7%
13 Curriculum & staff development	3,895,773	3,704,031	895,492	2,808,539	24.2%
21 Instructional leadership	2,695,954	2,695,039	719,112	1,975,927	26.7%
23 School leadership	9,571,864	9,569,364	2,352,654	7,216,710	24.6%
31 Guidance, counseling, & evaluation	6,513,322	6,513,322	1,663,841	4,849,481	25.5%
32 Social work services	264,611	187,446	47,008	140,438	25.1%
33 Health services	2,266,148	2,266,148	578,680	1,687,468	25.5%
34 Student transportation	6,708,711	6,724,199	2,042,180	4,682,019	30.4%
35 School Nutrition	-	-	-	-	0.0%
36 Cocurricular/extracurricular	5,704,747	5,626,001	1,335,303	4,290,698	23.7%
41 General administration	4,292,262	4,292,262	1,101,073	3,191,189	25.7%
51 Plant maintenance and operations	17,184,660	17,220,756	4,704,277	12,516,479	27.3%
52 Security and monitoring services	3,271,775	3,354,775	894,486	2,460,289	26.7%
53 Data processing services	5,037,698	5,001,602	1,546,019	3,455,583	30.9%
61 Community services	-	-	-	-	0.0%
71 Debt Service	356,810	356,810	29,252	327,558	8.2%
81 Facilities acquisition & construction	-	231,155	-	-	0.0%
93 Payments to fiscal agent	-	-	-	-	0.0%
95 Payments to JJAEP	15,743	15,743	-	15,743	0.0%
97 Tax Increment	750,000	750,000	-	750,000	0.0%
99 Intergovernmental Charges	775,000	775,000	201,729	573,271	26.0%
Total Expenditures	<u>\$ 153,309,901</u>	<u>\$ 153,027,878</u>	<u>\$ 39,973,328</u>	<u>\$ 112,823,395</u>	<u>26.1%</u>
<b>Other Sources &amp; Uses</b>					
Other sources	-	-	-		
Other uses	-	-	-		
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>		
Excess (Deficiency) of Revenues over Expenditures	\$ -	280,463	19,348,783		
Fund Balance (estimated), 8-31-2025	<u>\$ 33,605,672</u>	<u>\$ 33,605,672</u>	<u>\$ 33,605,672</u>		
Fund Balance, Ending	<u>\$ 33,605,672</u>	<u>\$ 33,886,135</u>	<u>\$ 52,954,455</u>		

**BELTON ISD**  
**Statement of Unaudited Revenues and Expenditures Budget VS. Actual**  
**Child Nutrition (240)**  
**As of November 30, 2025**

		Adopted Budget	Amended 2025-26	Y-T-D Actual	Balance	Percent of Total
<b>Revenues</b>						
5700	Local Sources	\$ 2,605,000	\$ 2,605,000	\$ 821,658	\$ 1,783,342	31.5%
5800	State Sources	35,000	35,000	30,858	4,142	88.2%
5900	Federal Sources	5,600,000	5,600,000	1,140,953	4,459,047	20.4%
	<b>Total Revenues</b>	<b>\$ 8,240,000</b>	<b>\$ 8,240,000</b>	<b>\$ 1,993,469</b>	<b>\$ 6,246,531</b>	<b>24.2%</b>
<b>Expenditures</b>						
35	Food Services, Child Nutrition	\$ 9,471,432	\$ 9,471,432	\$ 2,266,567	\$ 7,204,865	23.9%
	<b>Total Expenditures</b>	<b>\$ 9,471,432</b>	<b>\$ 9,471,432</b>	<b>\$ 2,266,567</b>	<b>\$ 7,204,865</b>	<b>23.9%</b>
<b>Other Sources &amp; Uses</b>						
	Other sources	-	-	-		
	Other uses	-	-	-		
	<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>		
	<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>(1,231,432)</b>	<b>(1,231,432)</b>	<b>(273,098)</b>		
	<b>Fund Balance (estimated), 8-31-2025</b>	<b>\$ 3,900,130</b>	<b>\$ 3,900,130</b>	<b>\$ 3,900,130</b>		
	<b>Fund Balance, Ending</b>	<b>\$ 2,668,698</b>	<b>\$ 2,668,698</b>	<b>\$ 3,627,032</b>		

**BELTON ISD**  
**Statement of Unaudited Revenues and Expenditures Budget VS. Actual**  
**Debt Service Fund (511)**  
**As of November 30, 2025**

		Adopted Budget	Amended 2025-26	Y-T-D Actual	Balance	Percent of Total
<b>Revenues</b>						
5700	Local Sources	\$ 22,479,530	\$ 22,479,530	\$ 5,080,203	\$ 17,399,327	22.6%
5800	State Sources	3,924,820	3,924,820	-	3,924,820	0.0%
5900	Federal Sources	-	-	-	-	0.0%
	Total Revenues	<u>\$ 26,404,350</u>	<u>\$ 26,404,350</u>	<u>\$ 5,080,203</u>	<u>\$ 21,324,147</u>	<u>19.2%</u>
<b>Expenditures</b>						
71	Debt Service	\$ 25,233,326	\$ 25,233,326	-	\$ 25,233,326	0.0%
	Total Expenditures	<u>\$ 25,233,326</u>	<u>\$ 25,233,326</u>	<u>\$ -</u>	<u>\$ 25,233,326</u>	<u>0.0%</u>
<b>Other Sources &amp; Uses</b>						
	Other sources	-	-	-		
	Other uses	-	-	-		
	Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>		
	Excess (Deficiency) of Revenues over Expenditures	1,171,024	1,171,024	5,080,203		
	Fund Balance (estimated), 8-31-2025	<u>\$ 16,339,981</u>	<u>\$ 16,339,981</u>	<u>\$ 16,339,981</u>		
	Fund Balance, Ending	<u><u>\$ 17,511,005</u></u>	<u><u>\$ 17,511,005</u></u>	<u><u>\$ 21,420,184</u></u>		

**BELTON ISD**  
**Bond Project Summary**  
**Bond Fund (622)**  
**As of November 30, 2025**

Local	Project	Proposition Budget	Expenditures 11/30/2025	Open Purchase Orders	Available Budget
E12	Elementary #12	\$ 40,064,028	\$ 37,412,367	\$ -	\$ 2,651,661
E13	Elementary #13	\$ 43,567,482	\$ 39,854,181	\$ 11,400	\$ 3,701,901
DPF	Delta Program Facility	\$ 2,500,000	\$ 3,948,458	\$ 758,973	\$ (2,207,431)
SWE	Southwest Elementary Addition	\$ 13,300,000	\$ 15,002,344	\$ 1,695,968	\$ (3,398,312)
			\$ -		\$ -
MEP	MEP, Roofing and Interior Finishes	\$ 8,942,812	\$ 5,380,085	\$ 3,811,845	\$ (249,119)
			\$ -		\$ -
SAF	Campus Safety + Security Upgrades	\$ 6,041,040	\$ 7,340,210	\$ 229,961	\$ (1,529,132)
			\$ -		\$ -
BHS	BHS Additions & Renovations	\$ 28,524,414	\$ 29,600,876	\$ 1,107,699	\$ (2,184,161)
			\$ -		\$ -
BNT	BNT Facility Upgrades	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
			\$ -		\$ -
LND	Land Acquisition	\$ 7,000,897	\$ 3,724,377	\$ -	\$ 3,276,520
			\$ -		\$ -
LBM	Fine Arts & Locker Room Addition	\$ 8,582,703	\$ 10,068,025	\$ 251,059	\$ (1,736,381)
			\$ -		\$ -
TEC	Technology Infrastructure	\$ 676,624	\$ -	\$ -	\$ 676,624
			\$ -		\$ -
BUS	New Buses	\$ 5,625,000	\$ 4,130,517	\$ -	\$ 1,494,483
			\$ -		\$ -
AGR	Agriculture Facility	\$ 2,000,000	\$ 3,831,423	\$ -	\$ (1,831,423)
		<u>\$ 168,825,000</u>	<u>\$ 160,292,865</u>	<u>\$ 7,866,905</u>	<u>\$ 917,087</u>
DEV	Technology Devices	\$ 5,000,000	\$ 4,999,771	\$ -	\$ 229
		<u>\$ 173,825,000</u>	<u>\$ 165,292,637</u>	<u>\$ 7,866,905</u>	<u>\$ 917,315</u>

Belton ISD

# Investment Report

As of November 30, 2025



**M E E D E R**

**PUBLIC FUNDS**



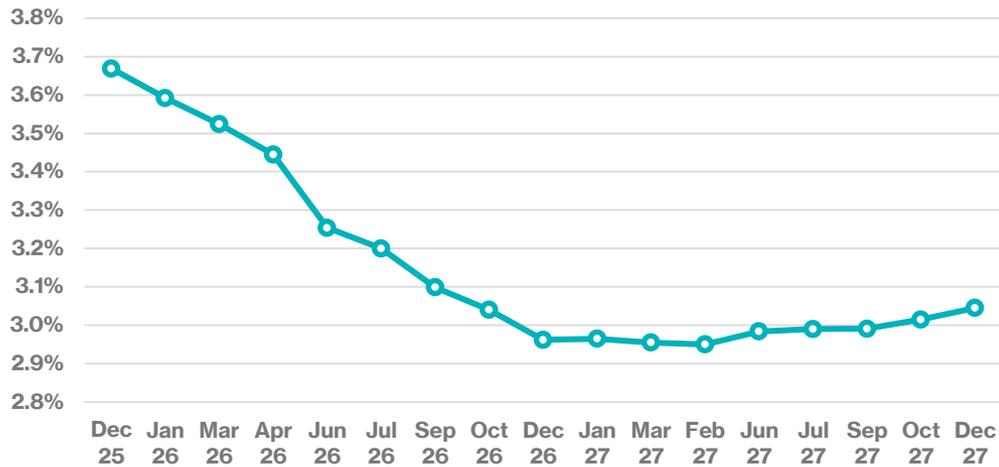
# OBSERVATIONS AND EXPECTATIONS

- The futures market is pricing in a December 2025 .25% cut with about a 90% probability
- Q3 GDP is projected by the Atlanta Federal Reserve to have grown 3.9%
- Q4 GDP is expected to be lower due to the longest government shutdown on record
- The labor market has softened by many economic metrics in the second half of 2025
- U.S. Treasury rates were generally lower for the month of November

58

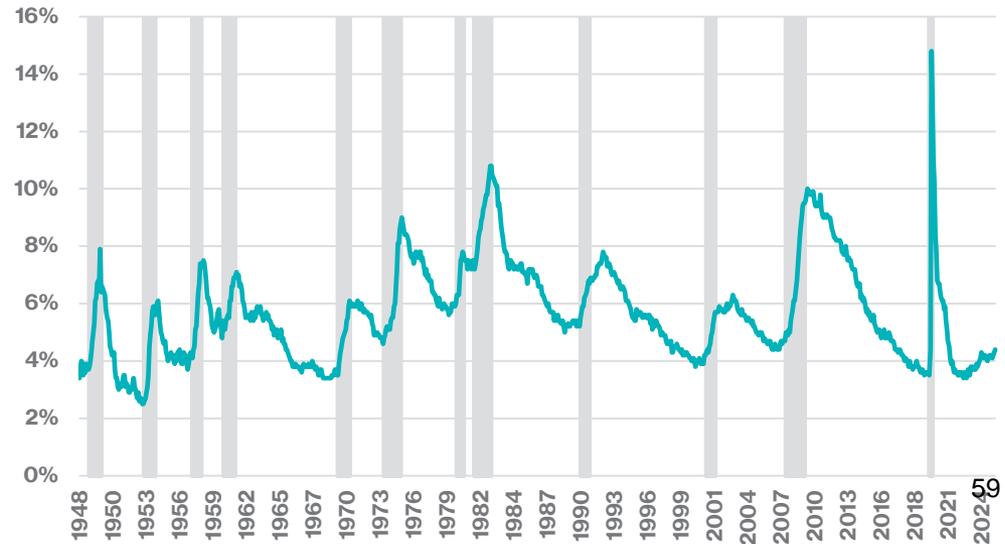
- The Fed Funds futures market is expecting the Fed Funds rate to end 2026 at about 2.95% and 2027 at approximately 3.05%. The Fed is expecting fewer cuts than the market is pricing in.
- The Fed is observing both of their mandates (employment and inflation) closely to determine the path of Fed Funds. They say the risk is more tilted to slower job growth.

Fed Funds Futures Yields



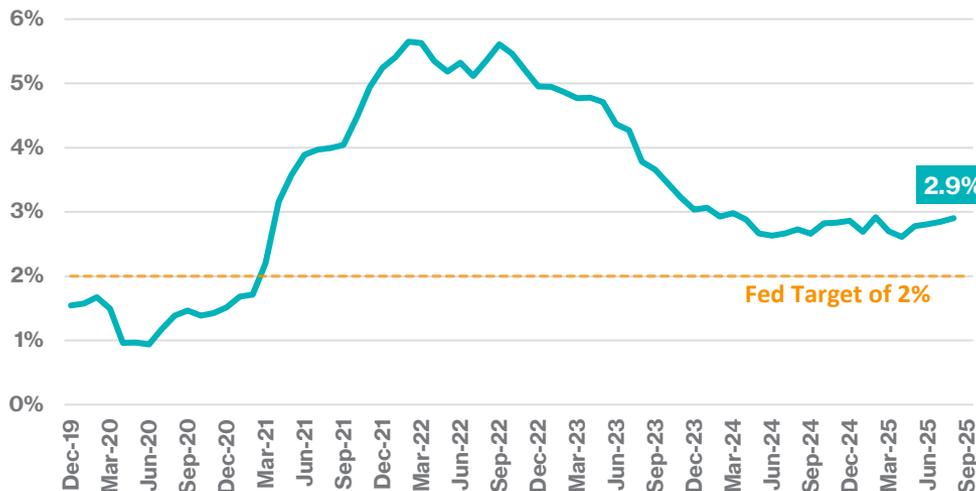
- The current unemployment rate of 4.4% has moved up from earlier this year but remains low by historical standards.
- Lower immigration during 2025 has clouded the conclusions from lower nonfarm payrolls.
- Economists estimate not as many jobs are needed as compared to the previous few years to keep the unemployment rate low.

U.S. Unemployment Rate



SOURCE: BLOOMBERG

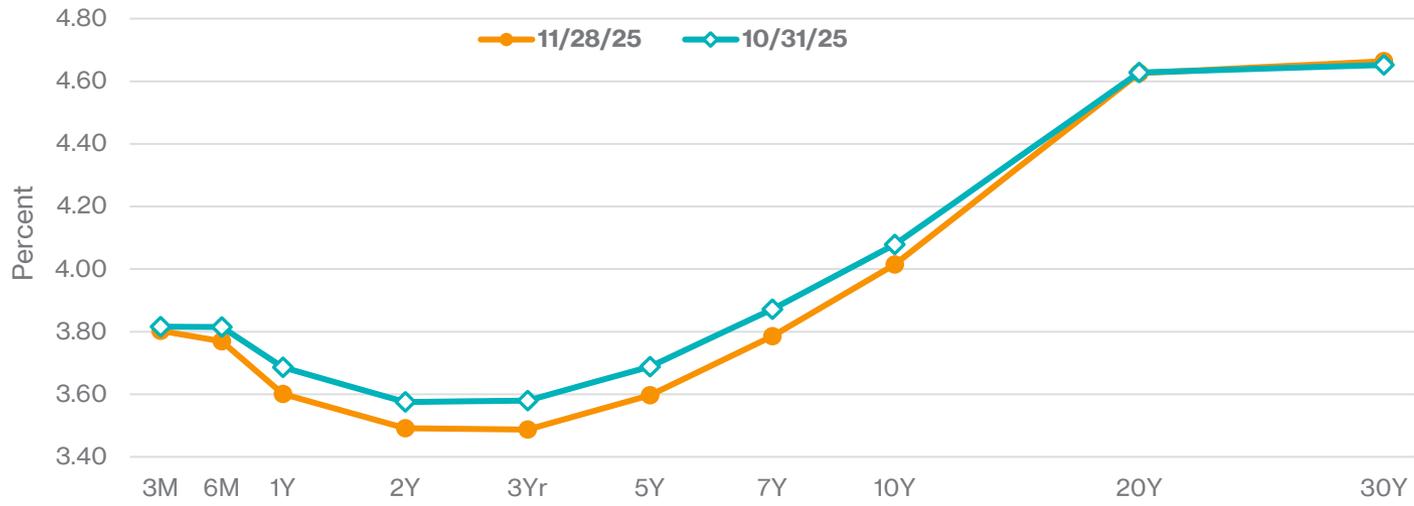
Core PCE YoY



- Core Personal Consumption Expenditure YoY is the Fed's preferred inflation gauge.
- Core excludes food and energy components, which generally make the series less volatile.
- Core PCE YoY is currently at 2.9% and has been above the Fed's 2% target for 55 consecutive months.

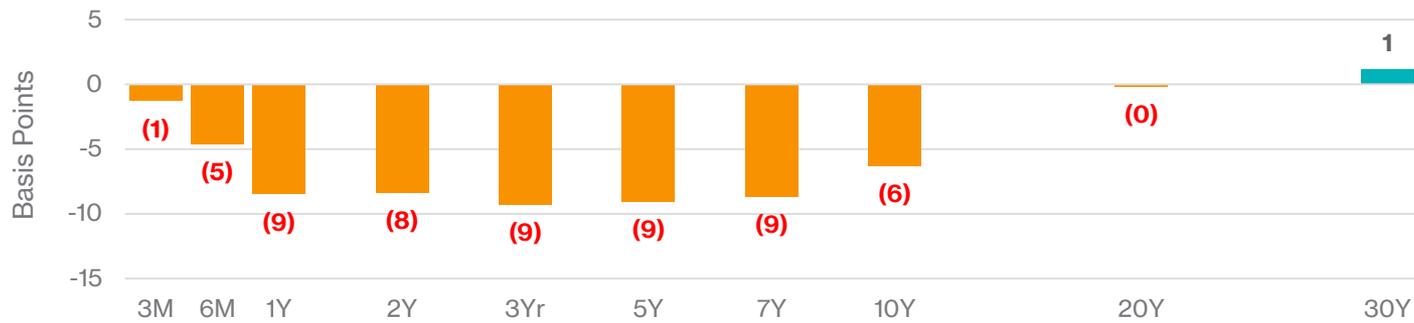
SOURCE: BLOOMBERG

### U.S. Treasury Yield Curve Change



60

### Basis Point Change



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## Portfolio Summary

# 4.01

Weighted Average Yield to Maturity

# 0.00

Weighted Average Maturity (Years)

# 0.00

Portfolio Effective Duration (Years)

# 0.00

Weighted Average Life (Years)

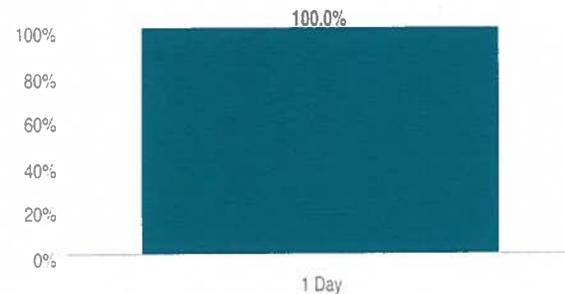
# AAA

Average Credit Rating

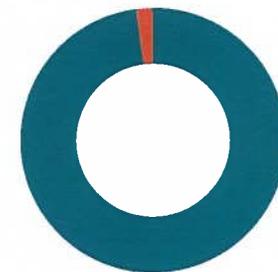
## Portfolio Position

<b>Par Value</b>	\$ 115,497,975
<b>Principal Cost</b>	\$ 115,497,975
<b>Book Value</b>	\$ 115,497,975
<b>Market Value</b>	\$ 115,497,975
<b>Unrealized Gain/Loss</b>	\$0 <sup>62</sup>
<b>Accrued Interest</b>	\$0

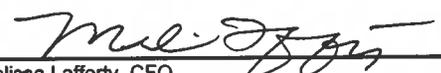
## Maturity Distribution



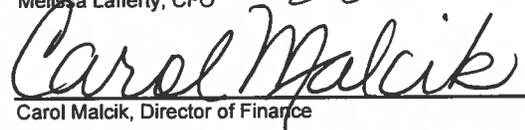
## Sector Allocation



● LGIP	97.95%
● Money Market Funds	2.05%

  
\_\_\_\_\_  
Melissa Lafferty, CFO

12.10.25  
Date

  
\_\_\_\_\_  
Carol Malcik, Director of Finance

12.10.25  
Date

# Portfolio Overview

SECURITY TYPE	PAR VALUE	MARKET VALUE	BOOK VALUE	% OF PORTFOLIO	DAYS TO MATURITY	YIELD
LGIP	113,125,180.73	113,125,180.73	113,125,180.73	97.95%	1	4.10
Money Market Funds	2,372,794.18	2,372,794.18	2,372,794.18	2.05%	1	0.00
<b>TOTAL</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>100.00%</b>	<b>1</b>	<b>4.01</b>
<b>CASH AND ACCRUED INTEREST</b>						
Purchased Accrued Interest		0.00	0.00			
<b>TOTAL CASH AND INVESTMENTS</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>		<b>1</b>	<b>4.01</b>
						63
<b>TOTAL EARNINGS</b>						
<b>CURRENT MONTH</b>						
352,429.34						

## Summary by Type

SECURITY TYPE	# OF SECURITIES	PAR VALUE	BOOK VALUE	% OF PORTFOLIO	YIELD	DAYS TO FINAL MATURITY
<b>2022 BOND FUND</b>						
LGIP	3	28,294,342.48	28,294,342.48	24.50	4.08	1
Money Market Funds	1	125,694.97	125,694.97	0.11	0.00	1
<b>TOTAL</b>	<b>4</b>	<b>28,420,037.45</b>	<b>28,420,037.45</b>	<b>24.61</b>	<b>4.06</b>	<b>1</b>
<b>CONSTRUCTION FUNDS</b>						
Money Market Funds	2	364.49	364.49	0.00	0.00	1
<b>TOTAL</b>	<b>2</b>	<b>364.49</b>	<b>364.49</b>	<b>0.00</b>	<b>0.00</b>	<b>1</b>
<b>DEBT SERVICE FUNDS</b>						
LGIP	3	21,748,738.11	21,748,738.11	18.83	4.14	64 1
Money Market Funds	1	25,080.63	25,080.63	0.02	0.00	1
<b>TOTAL</b>	<b>4</b>	<b>21,773,818.74</b>	<b>21,773,818.74</b>	<b>18.85</b>	<b>4.13</b>	<b>1</b>
<b>GENERAL FUND</b>						
LGIP	6	63,082,100.14	63,082,100.14	54.62	4.09	1
Money Market Funds	2	2,221,654.09	2,221,654.09	1.92	0.00	1
<b>TOTAL</b>	<b>8</b>	<b>65,303,754.23</b>	<b>65,303,754.23</b>	<b>56.54</b>	<b>3.95</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>18</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>100.00</b>	<b>4.01</b>	<b>1</b>



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
<b>2022 BOND FUND</b>												
<b>LGIP</b>												
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	3,192,460.16	3,192,460.16 0.00	3,192,460.16	4.15		1	1.00 3,192,460.16	0.00 3,192,460.16	2.76	AAA
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	14,804,792.33	14,804,792.33 0.00	14,804,792.33	4.03		1	1.00 14,804,792.33	0.00 14,804,792.33	12.82	AAA
TXCLASS	Texas CLASS	11/30/2025 11/30/2025	10,297,089.99	10,297,089.99 0.00	10,297,089.99	4.13		1	1.00 10,297,089.99	0.00 10,297,089.99	8.92	AAA
<b>LGIP TOTAL</b>			<b>28,294,342.48</b>	<b>28,294,342.48</b> <b>0.00</b>	<b>28,294,342.48</b>	<b>4.08</b>		<b>1</b>	<b>1.00</b> <b>28,294,342.48</b>	<b>0.00</b> <b>28,294,342.48</b>	<b>24.50</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
46-8635-0176	PNC Government Checking Account	11/30/2025 11/30/2025	125,694.97	125,694.97 0.00	125,694.97	0.00		1	1.00 125,694.97	0.00 125,694.97	0.11	65 NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>125,694.97</b>	<b>125,694.97</b> <b>0.00</b>	<b>125,694.97</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>125,694.97</b>	<b>0.00</b> <b>125,694.97</b>	<b>0.11</b>	<b>NA</b>
<b>2022 BOND FUND TOTAL</b>			<b>28,420,037.45</b>	<b>28,420,037.45</b> <b>0.00</b>	<b>28,420,037.45</b>	<b>4.06</b>		<b>1</b>	<b>1.00</b> <b>28,420,037.45</b>	<b>0.00</b> <b>28,420,037.45</b>	<b>24.61</b>	<b>AAA</b>
<b>CONSTRUCTION FUNDS</b>												
<b>MONEY MARKET FUNDS</b>												
49-4234-4745	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	364.00	364.00 0.00	364.00	0.00		1	1.00 364.00	0.00 364.00	0.00	NA NA
49-5257-2338	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	0.49	0.49 0.00	0.49	0.00		1	1.00 0.49	0.00 0.49	0.00	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>364.49</b>	<b>364.49</b> <b>0.00</b>	<b>364.49</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>364.49</b>	<b>0.00</b> <b>364.49</b>	<b>0.00</b>	<b>NA</b>
<b>CONSTRUCTION FUNDS TOTAL</b>			<b>364.49</b>	<b>364.49</b> <b>0.00</b>	<b>364.49</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>364.49</b>	<b>0.00</b> <b>364.49</b>	<b>0.00</b>	<b>NA</b>
<b>DEBT SERVICE FUNDS</b>												
<b>LGIP</b>												
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	2,473,634.17	2,473,634.17 0.00	2,473,634.17	4.03		1	1.00 2,473,634.17	0.00 2,473,634.17	2.14	AAA
TEXPRIME	TexPool Prime	11/30/2025 11/30/2025	14,713,946.38	14,713,946.38 0.00	14,713,946.38	4.15		1	1.00 14,713,946.38	0.00 14,713,946.38	12.74	AAA



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	4,561,157.56	4,561,157.56 0.00	4,561,157.56	4.15		1	1.00 4,561,157.56	0.00 4,561,157.56	3.95	AAA
<b>LGIP TOTAL</b>			<b>21,748,738.11</b>	<b>21,748,738.11</b> <b>0.00</b>	<b>21,748,738.11</b>	<b>4.14</b>		<b>1</b>	<b>1.00</b> <b>21,748,738.11</b>	<b>0.00</b> <b>21,748,738.11</b>	<b>18.83</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
49-4026-8128	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	25,080.63	25,080.63 0.00	25,080.63	0.00		1	1.00 25,080.63	0.00 25,080.63	0.02	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>25,080.63</b>	<b>25,080.63</b> <b>0.00</b>	<b>25,080.63</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>25,080.63</b>	<b>0.00</b> <b>25,080.63</b>	<b>0.02</b>	<b>NA</b>
<b>DEBT SERVICE FUNDS TOTAL</b>			<b>21,773,818.74</b>	<b>21,773,818.74</b> <b>0.00</b>	<b>21,773,818.74</b>	<b>4.13</b>		<b>1</b>	<b>1.00</b> <b>21,773,818.74</b>	<b>0.00</b> <b>21,773,818.74</b>	<b>18.85</b>	<b>AAA</b>

## GENERAL FUND 66

<b>LGIP</b>												
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	9,192,614.79	9,192,614.79 0.00	9,192,614.79	4.03		1	1.00 9,192,614.79	0.00 9,192,614.79	7.96	AAA
TXCLASS	Texas CLASS	11/30/2025 11/30/2025	1.03	1.03 0.00	1.03	4.13		1	1.00 1.03	0.00 1.03	0.00	AAA
LSGO	Lone Star Invest Pool - Government Overnight	11/30/2025 11/30/2025	72.82	72.82 0.00	72.82	4.01		1	1.00 72.82	0.00 72.82	0.00	AAA
TEXPRIME	TexPool Prime	11/30/2025 11/30/2025	1,310,642.51	1,310,642.51 0.00	1,310,642.51	4.15		1	1.00 1,310,642.51	0.00 1,310,642.51	1.13	AAA
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	29,274,487.17	29,274,487.17 0.00	29,274,487.17	4.15		1	1.00 29,274,487.17	0.00 29,274,487.17	25.35	AAA
TEXPOOL	TexPool	11/30/2025 11/30/2025	23,304,281.82	23,304,281.82 0.00	23,304,281.82	4.04		1	1.00 23,304,281.82	0.00 23,304,281.82	20.18	AAA
<b>LGIP TOTAL</b>			<b>63,082,100.14</b>	<b>63,082,100.14</b> <b>0.00</b>	<b>63,082,100.14</b>	<b>4.09</b>		<b>1</b>	<b>1.00</b> <b>63,082,100.14</b>	<b>0.00</b> <b>63,082,100.14</b>	<b>54.62</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
49-4026-8101	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	833,269.34	833,269.34 0.00	833,269.34	0.00		1	1.00 833,269.34	0.00 833,269.34	0.72	NA NA
49-4026-8136	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	1,388,384.75	1,388,384.75 0.00	1,388,384.75	0.00		1	1.00 1,388,384.75	0.00 1,388,384.75	1.20	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>2,221,654.09</b>	<b>2,221,654.09</b> <b>0.00</b>	<b>2,221,654.09</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>2,221,654.09</b>	<b>0.00</b> <b>2,221,654.09</b>	<b>1.92</b>	<b>NA</b>



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
<b>GENERAL FUND TOTAL</b>			65,303,754.23	65,303,754.23 0.00	65,303,754.23	3.95		1	65,303,754.23	0.00 65,303,754.23	56.54	AAA
<b>GRAND TOTAL</b>			115,497,974.91	115,497,974.91 0.00	115,497,974.91	4.01		1	115,497,974.91	0.00 115,497,974.91	100.00	AAA



## Cash Reconciliation Report

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## Transaction Statement

**NO ACTIVITY DURING  
CURRENT PERIOD**

---

## Amortization Schedule

CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	ORIGINAL PREMIUM OR DISCOUNT	BEGINNING BOOK VALUE	CURRENT PERIOD AMORT	ENDING BOOK VALUE	TOTAL AMORTIZATION	UNAMORTIZED BALANCE
<b>GRAND TOTAL</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



## Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
<b>2022 BOND FUND</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	3,192,460.16	3,192,460.16	0.00	0.00	10,814.30	10,814.30	0.00
46-8635-0176	PNC Government Checking Account	2025-11-30	125,694.97	125,694.97	0.00	0.00	0.00	0.00	0.00
TEXSTAR	TexSTAR	2025-11-30	14,804,792.33	14,804,792.33	0.00	0.00	48,697.81	48,697.81	0.00
TXCLASS	Texas CLASS	2025-11-30	10,297,089.99	10,297,089.99	0.00	0.00	34,695.96	34,695.96	0.00
<b>TOTAL</b>			<b>28,420,037.45</b>	<b>28,420,037.45</b>	<b>0.00</b>	<b>0.00</b>	<b>94,208.07</b>	<b>94,208.07</b>	<b>0.00</b>
<b>CONSTRUCTION FUNDS</b>									
49-5257-2338	PNC Corporate Business Account	2025-11-30	0.49	0.49	0.00	0.00	0.49	0.49	0.00
49-4234-4745	PNC Corporate Business Account	2025-11-30	364.00	364.00	0.00	0.00	0.00	0.00	71.00
TEXPOOL	TexPool	2025-11-30	0.00	0.00	0.00	0.00	2.40	2.40	0.00
<b>TOTAL</b>			<b>364.49</b>	<b>364.49</b>	<b>0.00</b>	<b>0.00</b>	<b>2.89</b>	<b>2.89</b>	<b>0.00</b>
<b>DEBT SERVICE FUNDS</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	4,561,157.56	4,561,157.56	0.00	0.00	15,450.69	15,450.69	0.00
49-4026-8128	PNC Corporate Business Account	2025-11-30	25,080.63	25,080.63	0.00	0.00	0.00	0.00	0.00
TEXPRIME	TexPool Prime	2025-11-30	14,713,946.38	14,713,946.38	0.00	0.00	44,208.98	44,208.98	0.00
TEXSTAR	TexSTAR	2025-11-30	2,473,634.17	2,473,634.17	0.00	0.00	8,065.66	8,065.66	0.00
<b>TOTAL</b>			<b>21,773,818.74</b>	<b>21,773,818.74</b>	<b>0.00</b>	<b>0.00</b>	<b>67,725.33</b>	<b>67,725.33</b>	<b>0.00</b>
<b>GENERAL FUND</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	29,274,487.17	29,274,487.17	0.00	0.00	90,677.41	90,677.41	0.00
LSGO	Lone Star Invest Pool - Government Overnight	2025-11-30	72.82	72.82	0.00	0.00	0.24	0.24	0.00
49-4026-8136	PNC Corporate Business Account	2025-11-30	1,388,384.75	1,388,384.75	0.00	0.00	0.00	0.00	0.00
49-4026-8101	PNC Corporate Business Account	2025-11-30	833,269.34	833,269.34	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2025-11-30	23,304,281.82	23,304,281.82	0.00	0.00	65,438.86	65,438.86	0.00
TEXPRIME	TexPool Prime	2025-11-30	1,310,642.51	1,310,642.51	0.00	0.00	4,402.63	4,402.63	0.00
TEXSTAR	TexSTAR	2025-11-30	9,192,614.79	9,192,614.79	0.00	0.00	29,973.91	29,973.91	0.00



## Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
TXCLASS	Texas CLASS	2025-11-30	1.03	1.03	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>			<b>65,303,754.23</b>	<b>65,303,754.23</b>	<b>0.00</b>	<b>0.00</b>	<b>190,493.05</b>	<b>190,493.05</b>	<b>0.00</b>
<b>GRAND TOTAL</b>			<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>0.00</b>	<b>0.00</b>	<b>352,429.34</b>	<b>352,429.34</b>	<b>0.00</b>

## Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
<b>2022 BOND FUND</b>											
46-8635-0176	PNC Government Checking Account	125,694.97	330,599.89	125,694.97	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	3,192,460.16	3,181,645.86	3,192,460.16	11/30/2025	0.00	4.15	10,814.30	0.00	0.00	10,814.30
TEXSTAR	TexSTAR	14,804,792.33	15,056,094.52	14,804,792.33	11/30/2025	5.30	4.03	48,697.81	0.00	0.00	48,697.81
TXCLASS	Texas CLASS	10,297,089.99	10,262,394.03	10,297,089.99	11/30/2025	0.00	4.13	34,695.96	0.00	0.00	34,695.96
<b>TOTAL</b>		<b>28,420,037.45</b>	<b>28,830,734.30</b>	<b>28,420,037.45</b>		<b>2.76</b>	<b>4.06</b>	<b>94,208.07</b>	<b>0.00</b>	<b>0.00</b>	<b>94,208.07</b>
<b>CONSTRUCTION FUNDS</b>											
49-4234-4745	PNC Corporate Business Account	364.00	340.00	364.00	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
49-5257-2338	PNC Corporate Business Account	0.49	620.87	0.49	11/30/2025	0.00	0.00	0.49	0.00	0.00	0.49
TEXPOOL	TexPool	0.00	10,743.20	0.00	11/30/2025	5.34	4.04	2.40	0.00	0.00	2.40
<b>TOTAL</b>		<b>364.49</b>	<b>11,704.07</b>	<b>364.49</b>		<b>0.00</b>	<b>0.00</b>	<b>2.89</b>	<b>0.00</b>	<b>0.00</b>	<b>2.89</b>
<b>DEBT SERVICE FUNDS</b>											
49-4026-8128	PNC Corporate Business Account	25,080.63	25,080.63	25,080.63	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	4,561,157.56	4,545,706.87	4,561,157.56	11/30/2025	0.00	4.15	15,450.69	0.00	0.00	15,450.69
TEXPRIME	TexPool Prime	14,713,946.38	9,763,139.74	14,713,946.38	11/30/2025	4.50	4.15	44,208.98	0.00	0.00	44,208.98
TEXSTAR	TexSTAR	2,473,634.17	2,465,568.51	2,473,634.17	11/30/2025	5.30	4.03	8,065.66	0.00	0.00	8,065.66
<b>TOTAL</b>		<b>21,773,818.74</b>	<b>16,799,495.75</b>	<b>21,773,818.74</b>		<b>3.64</b>	<b>4.13</b>	<b>67,725.33</b>	<b>0.00</b>	<b>0.00</b>	<b>67,725.33</b>
<b>GENERAL FUND</b>											
49-4026-8101	PNC Corporate Business Account	833,269.34	2,295,733.83	833,269.34	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
49-4026-8136	PNC Corporate Business Account	1,388,384.75	1,083,314.54	1,388,384.75	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	29,274,487.17	29,927,149.51	29,274,487.17	11/30/2025	0.00	4.15	90,677.41	0.00	0.00	90,677.41
LSGO	Lone Star Invest Pool - Government Overnight	72.82	72.58	72.82	11/30/2025	0.00	4.01	0.24	0.00	0.00	0.24
TEXPOOL	TexPool	23,304,281.82	12,591,273.29	23,304,281.82	11/30/2025	5.34	4.04	65,438.86	0.00	0.00	65,438.86
TEXPRIME	TexPool Prime	1,310,642.51	1,294,125.88	1,310,642.51	11/30/2025	4.50	4.15	4,402.63	0.00	0.00	4,402.63



## Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
TEXSTAR	TexSTAR	9,192,614.79	9,162,640.88	9,192,614.79	11/30/2025	5.30	4.03	29,973.91	0.00	0.00	29,973.91
TXCLASS	Texas CLASS	1.03	1.03	1.03	11/30/2025	0.00	4.13	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>65,303,754.23</b>	<b>56,354,311.54</b>	<b>65,303,754.23</b>		<b>2.74</b>	<b>3.95</b>	<b>190,493.05</b>	<b>0.00</b>	<b>0.00</b>	<b>190,493.05</b>
<b>GRAND TOTAL</b>		<b>115,497,974.91</b>	<b>101,996,245.66</b>	<b>115,497,974.91</b>		<b>2.92</b>	<b>4.01</b>	<b>352,429.34</b>	<b>0.00</b>	<b>0.00</b>	<b>352,429.34</b>

## Disclosure

Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by Meeder. This information is provided as a client convenience and Meeder assumes no responsibility for performance of these accounts or the accuracy of the data reported.

**Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.**

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BELTON ISD

# Quarterly Investment Report

AS OF NOVEMBER 30, 2025



MEEDER

PUBLIC FUNDS



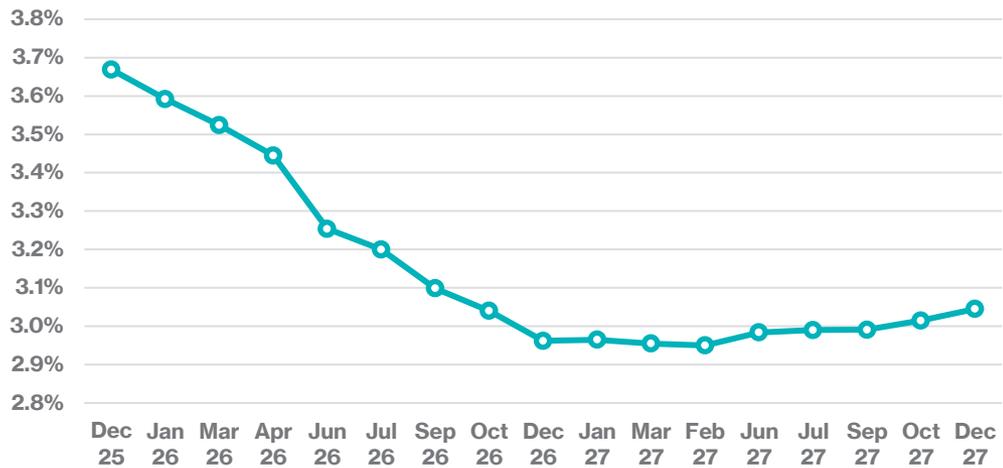
# OBSERVATIONS AND EXPECTATIONS

- The futures market is pricing in a December 2025 .25% cut with about a 90% probability
- Q3 GDP is projected by the Atlanta Federal Reserve to have grown 3.9%
- Q4 GDP is expected to be lower due to the longest government shutdown on record
- The labor market has softened by many economic metrics in the second half of 2025
- U.S. Treasury rates were generally lower for the month of November

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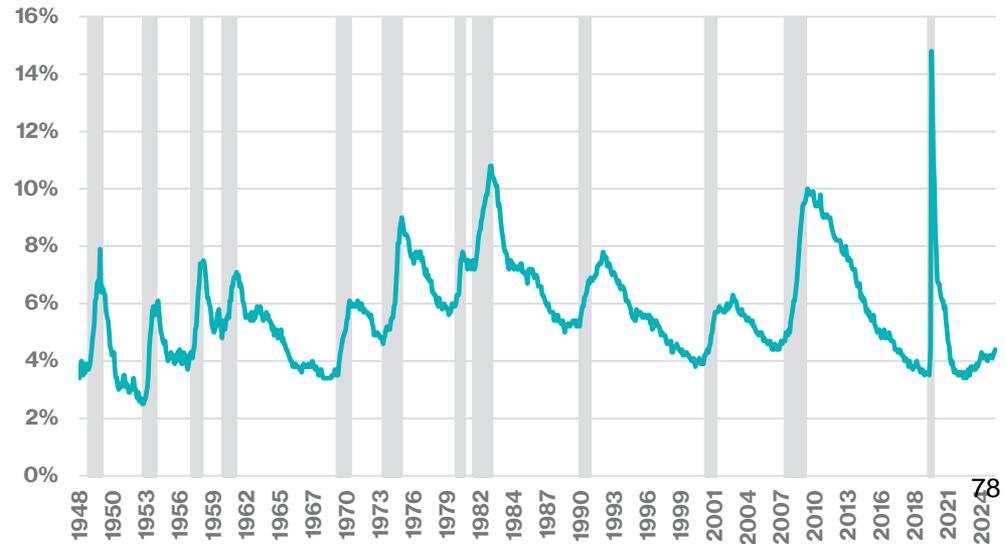
- The Fed Funds futures market is expecting the Fed Funds rate to end 2026 at about 2.95% and 2027 at approximately 3.05%. The Fed is expecting fewer cuts than the market is pricing in.
- The Fed is observing both of their mandates (employment and inflation) closely to determine the path of Fed Funds. They say the risk is more tilted to slower job growth.

Fed Funds Futures Yields



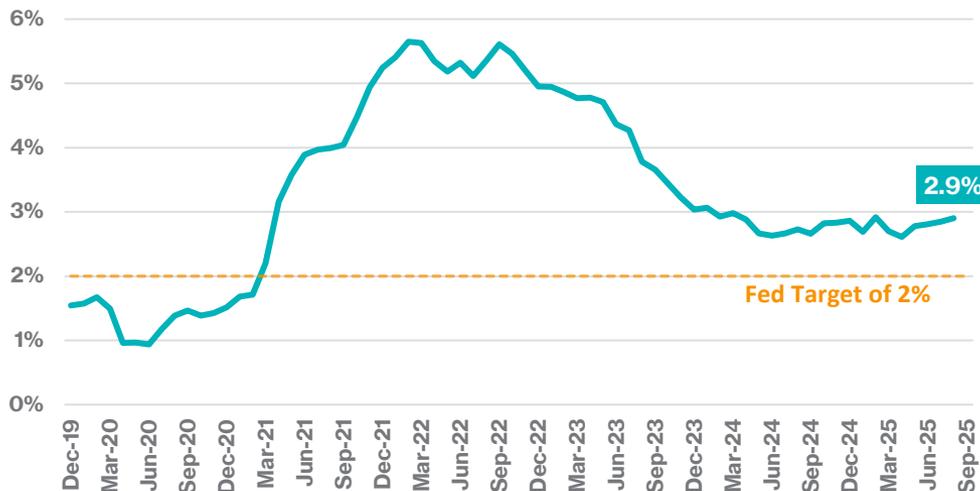
- The current unemployment rate of 4.4% has moved up from earlier this year but remains low by historical standards.
- Lower immigration during 2025 has clouded the conclusions from lower nonfarm payrolls.
- Economists estimate not as many jobs are needed as compared to the previous few years to keep the unemployment rate low.

U.S. Unemployment Rate



SOURCE: BLOOMBERG

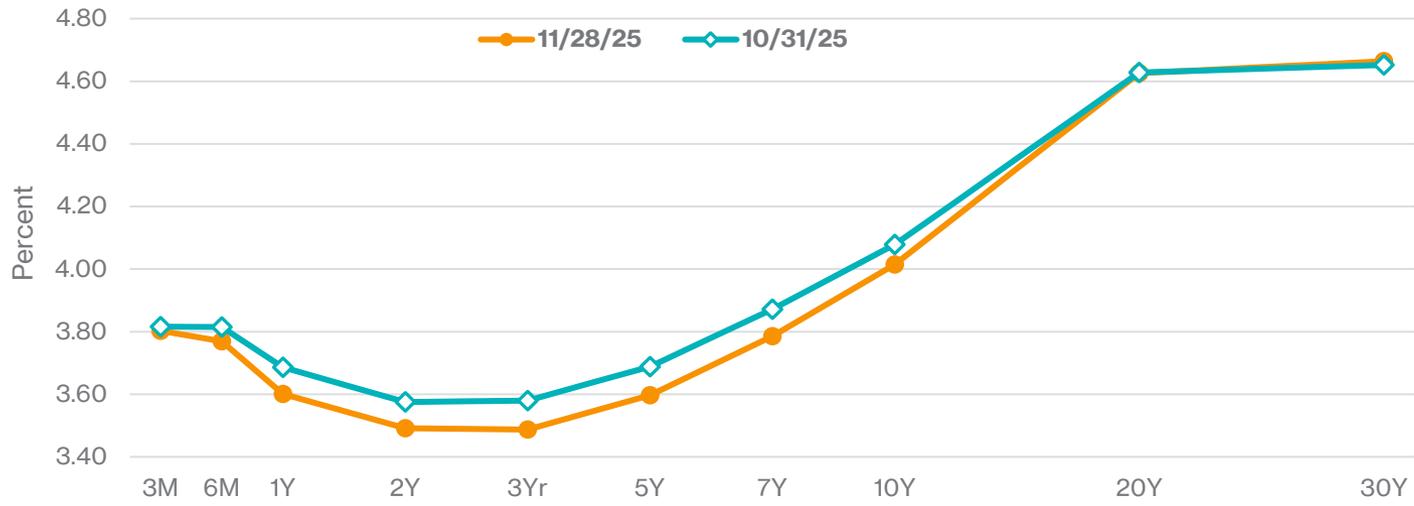
Core PCE YoY



- Core Personal Consumption Expenditure YoY is the Fed's preferred inflation gauge.
- Core excludes food and energy components, which generally make the series less volatile.
- Core PCE YoY is currently at 2.9% and has been above the Fed's 2% target for 55 consecutive months.

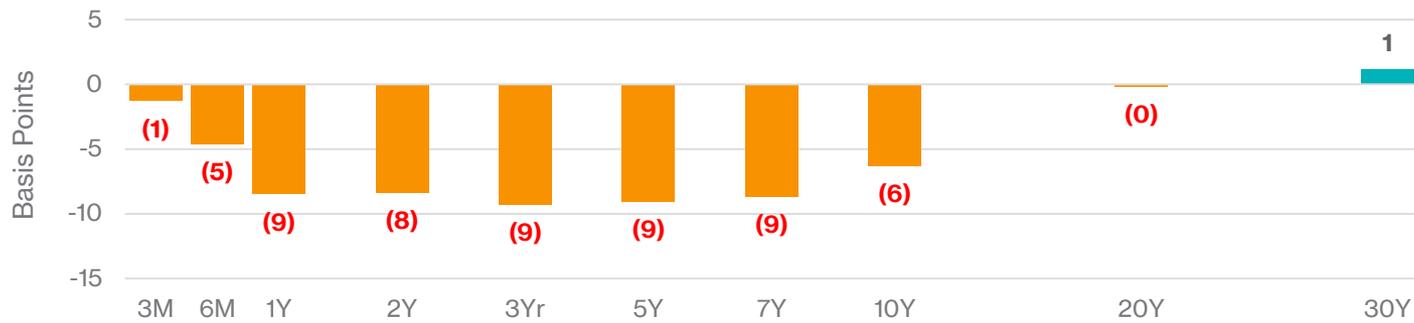
SOURCE: BLOOMBERG

### U.S. Treasury Yield Curve Change



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### Basis Point Change





## Compliance Certification

The undersigned acknowledge they have reviewed this quarterly investment report for the period ending November 30, 2025. Officials designated as investment officers by this entity's Investment Policy attest that all investments comply with the Texas Public Funds Investment Act and this entity's Investment Policy.

  
\_\_\_\_\_  
Melissa Lafferty, CFO

  
\_\_\_\_\_  
Carol Malcik, Director of Finance

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## Portfolio Statistics

# 4.01

Weighted Average Yield to Maturity

# 0.00

Weighted Average Maturity (Years)

# 0.00

Portfolio Effective Duration (Years)

# 0.00

Weighted Average Life (Years)

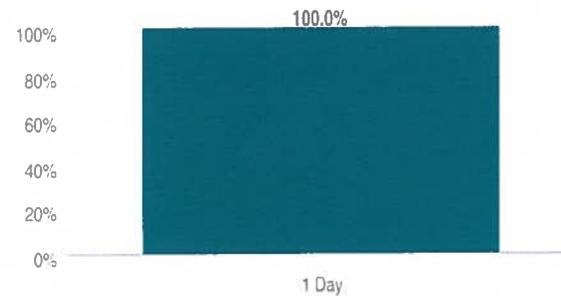
# AAA

Average Credit Rating

## Portfolio Position

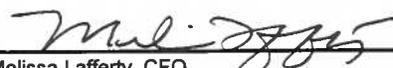
<b>Par Value</b>	\$ 115,497,975
<b>Principal Cost</b>	\$ 115,497,975
<b>Book Value</b>	\$ 115,497,975
<b>Market Value</b>	\$ 115,497,975
<b>Unrealized Gain/Loss</b>	\$ 0 <sup>82</sup>
<b>Accrued Interest</b>	\$ 0

## Maturity Distribution



## Sector Allocation



  
\_\_\_\_\_  
Melissa Lafferty, CFO

12.10.25  
Date

  
\_\_\_\_\_  
Carol Malcik, Director of Finance

12.10.25  
Date

# Quarterly Portfolio Summary

This quarterly report is prepared in compliance with the Investment Policy and the Strategy of this entity and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

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## Portfolio as of August 31, 2025

<b>BEGINNING BOOK VALUE</b>	\$94,844,082.04
<b>BEGINNING MARKET VALUE</b>	\$94,844,082.04
<b>UNREALIZED GAIN/(LOSS)</b>	\$0.00
<b>WEIGHTED AVERAGE MATURITY (YEARS)</b>	0.00
<b>WEIGHTED AVERAGE YIELD</b>	4.17

## Portfolio as of November 30, 2025

<b>ENDING BOOK VALUE</b>	\$115,497,974.91
<b>ENDING MARKET VALUE</b>	\$115,497,974.91
<b>INVESTMENT INCOME FOR THE PERIOD</b>	\$1,002,486.15
<b>UNREALIZED GAIN/(LOSS)</b>	\$0.00
<b>CHANGE IN UNREALIZED GAIN/(LOSS)</b>	\$0.00
<b>WEIGHTED AVERAGE MATURITY (YEARS)</b>	0.00
<b>WEIGHTED AVERAGE YIELD</b>	4.01

## Quarterly Portfolio Summary By Fund

<b>PORTFOLIO MARKET VALUE BY FUND</b>	<b>08/31/2025</b>	<b>11/30/2025</b>	<b>CHANGE</b>	<b>INTEREST EARNED</b>
2022 BOND FUND	31,537,389.09	28,420,037.45	-3,117,351.64	306,747.84
CONSTRUCTION FUNDS	11,535.32	364.49	-11,170.83	79.64
DEBT SERVICE FUNDS	16,546,457.36	21,773,818.74	5,227,361.38	187,056.26
GENERAL FUND	46,748,700.27	65,303,754.23	18,555,053.96	508,602.41
<b>TOTAL</b>	<b>94,844,082.04</b>	<b>115,497,974.91</b>	<b>20,653,892.87</b>	<b>1,002,486.15</b>

# Portfolio Overview

SECURITY TYPE	PAR VALUE	MARKET VALUE	BOOK VALUE	% OF PORTFOLIO	DAYS TO MATURITY	YIELD
LGIP	113,125,180.73	113,125,180.73	113,125,180.73	97.95%	1	4.10
Money Market Funds	2,372,794.18	2,372,794.18	2,372,794.18	2.05%	1	0.00
<b>TOTAL</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>100.00%</b>	<b>1</b>	<b>4.01</b>
<b>CASH AND ACCRUED INTEREST</b>						
Purchased Accrued Interest		0.00	0.00			
<b>TOTAL CASH AND INVESTMENTS</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>		<b>1</b>	<b>4.01</b>
						85
<b>TOTAL EARNINGS</b>						
<b>CURRENT QUARTER</b>						
1,002,486.15						

## Summary by Type

SECURITY TYPE	# OF SECURITIES	PAR VALUE	BOOK VALUE	% OF PORTFOLIO	YIELD	DAYS TO FINAL MATURITY
<b>2022 BOND FUND</b>						
LGIP	3	28,294,342.48	28,294,342.48	24.50	4.08	1
Money Market Funds	1	125,694.97	125,694.97	0.11	0.00	1
<b>TOTAL</b>	<b>4</b>	<b>28,420,037.45</b>	<b>28,420,037.45</b>	<b>24.61</b>	<b>4.06</b>	<b>1</b>
<b>CONSTRUCTION FUNDS</b>						
Money Market Funds	2	364.49	364.49	0.00	0.00	1
<b>TOTAL</b>	<b>2</b>	<b>364.49</b>	<b>364.49</b>	<b>0.00</b>	<b>0.00</b>	<b>1</b>
<b>DEBT SERVICE FUNDS</b>						
LGIP	3	21,748,738.11	21,748,738.11	18.83	4.14	86
Money Market Funds	1	25,080.63	25,080.63	0.02	0.00	1
<b>TOTAL</b>	<b>4</b>	<b>21,773,818.74</b>	<b>21,773,818.74</b>	<b>18.85</b>	<b>4.13</b>	<b>1</b>
<b>GENERAL FUND</b>						
LGIP	6	63,082,100.14	63,082,100.14	54.62	4.09	1
Money Market Funds	2	2,221,654.09	2,221,654.09	1.92	0.00	1
<b>TOTAL</b>	<b>8</b>	<b>65,303,754.23</b>	<b>65,303,754.23</b>	<b>56.54</b>	<b>3.95</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>18</b>	<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>100.00</b>	<b>4.01</b>	<b>1</b>



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
<b>2022 BOND FUND</b>												
<b>LGIP</b>												
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	3,192,460.16	3,192,460.16 0.00	3,192,460.16	4.15		1	1.00 3,192,460.16	0.00 3,192,460.16	2.76	AAA
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	14,804,792.33	14,804,792.33 0.00	14,804,792.33	4.03		1	1.00 14,804,792.33	0.00 14,804,792.33	12.82	AAA
TXCLASS	Texas CLASS	11/30/2025 11/30/2025	10,297,089.99	10,297,089.99 0.00	10,297,089.99	4.13		1	1.00 10,297,089.99	0.00 10,297,089.99	8.92	AAA
<b>LGIP TOTAL</b>			<b>28,294,342.48</b>	<b>28,294,342.48</b> <b>0.00</b>	<b>28,294,342.48</b>	<b>4.08</b>		<b>1</b>	<b>1.00</b> <b>28,294,342.48</b>	<b>0.00</b> <b>28,294,342.48</b>	<b>24.50</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
46-8635-0176	PNC Government Checking Account	11/30/2025 11/30/2025	125,694.97	125,694.97 0.00	125,694.97	0.00		1	1.00 125,694.97	0.00 125,694.97	0.11	87 NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>125,694.97</b>	<b>125,694.97</b> <b>0.00</b>	<b>125,694.97</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>125,694.97</b>	<b>0.00</b> <b>125,694.97</b>	<b>0.11</b>	<b>NA</b>
<b>2022 BOND FUND TOTAL</b>			<b>28,420,037.45</b>	<b>28,420,037.45</b> <b>0.00</b>	<b>28,420,037.45</b>	<b>4.06</b>		<b>1</b>	<b>1.00</b> <b>28,420,037.45</b>	<b>0.00</b> <b>28,420,037.45</b>	<b>24.61</b>	<b>AAA</b>
<b>CONSTRUCTION FUNDS</b>												
<b>MONEY MARKET FUNDS</b>												
49-4234-4745	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	364.00	364.00 0.00	364.00	0.00		1	1.00 364.00	0.00 364.00	0.00	NA NA
49-5257-2338	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	0.49	0.49 0.00	0.49	0.00		1	1.00 0.49	0.00 0.49	0.00	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>364.49</b>	<b>364.49</b> <b>0.00</b>	<b>364.49</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>364.49</b>	<b>0.00</b> <b>364.49</b>	<b>0.00</b>	<b>NA</b>
<b>CONSTRUCTION FUNDS TOTAL</b>			<b>364.49</b>	<b>364.49</b> <b>0.00</b>	<b>364.49</b>	<b>0.00</b>		<b>1</b>	<b>1.00</b> <b>364.49</b>	<b>0.00</b> <b>364.49</b>	<b>0.00</b>	<b>NA</b>
<b>DEBT SERVICE FUNDS</b>												
<b>LGIP</b>												
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	2,473,634.17	2,473,634.17 0.00	2,473,634.17	4.03		1	1.00 2,473,634.17	0.00 2,473,634.17	2.14	AAA
TEXPRIME	TexPool Prime	11/30/2025 11/30/2025	14,713,946.38	14,713,946.38 0.00	14,713,946.38	4.15		1	1.00 14,713,946.38	0.00 14,713,946.38	12.74	AAA



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	4,561,157.56	4,561,157.56 0.00	4,561,157.56	4.15		1	1.00 4,561,157.56	0.00 4,561,157.56	3.95	AAA
<b>LGIP TOTAL</b>			<b>21,748,738.11</b>	<b>21,748,738.11 0.00</b>	<b>21,748,738.11</b>	<b>4.14</b>		<b>1</b>	<b>1.00 21,748,738.11</b>	<b>0.00 21,748,738.11</b>	<b>18.83</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
49-4026-8128	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	25,080.63	25,080.63 0.00	25,080.63	0.00		1	1.00 25,080.63	0.00 25,080.63	0.02	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>25,080.63</b>	<b>25,080.63 0.00</b>	<b>25,080.63</b>	<b>0.00</b>		<b>1</b>	<b>1.00 25,080.63</b>	<b>0.00 25,080.63</b>	<b>0.02</b>	<b>NA</b>
<b>DEBT SERVICE FUNDS TOTAL</b>			<b>21,773,818.74</b>	<b>21,773,818.74 0.00</b>	<b>21,773,818.74</b>	<b>4.13</b>		<b>1</b>	<b>1.00 21,773,818.74</b>	<b>0.00 21,773,818.74</b>	<b>18.85</b>	<b>AAA</b>

**GENERAL FUND** 88

<b>LGIP</b>												
TEXSTAR	TexSTAR	11/30/2025 11/30/2025	9,192,614.79	9,192,614.79 0.00	9,192,614.79	4.03		1	1.00 9,192,614.79	0.00 9,192,614.79	7.96	AAA
TXCLASS	Texas CLASS	11/30/2025 11/30/2025	1.03	1.03 0.00	1.03	4.13		1	1.00 1.03	0.00 1.03	0.00	AAA
LSGO	Lone Star Invest Pool - Government Overnight	11/30/2025 11/30/2025	72.82	72.82 0.00	72.82	4.01		1	1.00 72.82	0.00 72.82	0.00	AAA
TEXPRIME	TexPool Prime	11/30/2025 11/30/2025	1,310,642.51	1,310,642.51 0.00	1,310,642.51	4.15		1	1.00 1,310,642.51	0.00 1,310,642.51	1.13	AAA
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	11/30/2025 11/30/2025	29,274,487.17	29,274,487.17 0.00	29,274,487.17	4.15		1	1.00 29,274,487.17	0.00 29,274,487.17	25.35	AAA
TEXPOOL	TexPool	11/30/2025 11/30/2025	23,304,281.82	23,304,281.82 0.00	23,304,281.82	4.04		1	1.00 23,304,281.82	0.00 23,304,281.82	20.18	AAA
<b>LGIP TOTAL</b>			<b>63,082,100.14</b>	<b>63,082,100.14 0.00</b>	<b>63,082,100.14</b>	<b>4.09</b>		<b>1</b>	<b>1.00 63,082,100.14</b>	<b>0.00 63,082,100.14</b>	<b>54.62</b>	<b>AAA</b>
<b>MONEY MARKET FUNDS</b>												
49-4026-8101	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	833,269.34	833,269.34 0.00	833,269.34	0.00		1	1.00 833,269.34	0.00 833,269.34	0.72	NA NA
49-4026-8136	PNC Corporate Busi- ness Account	11/30/2025 11/30/2025	1,388,384.75	1,388,384.75 0.00	1,388,384.75	0.00		1	1.00 1,388,384.75	0.00 1,388,384.75	1.20	NA NA
<b>MONEY MARKET FUNDS TOTAL</b>			<b>2,221,654.09</b>	<b>2,221,654.09 0.00</b>	<b>2,221,654.09</b>	<b>0.00</b>		<b>1</b>	<b>1.00 2,221,654.09</b>	<b>0.00 2,221,654.09</b>	<b>1.92</b>	<b>NA</b>
<b>GENERAL FUND TOTAL</b>			<b>65,303,754.23</b>	<b>65,303,754.23 0.00</b>	<b>65,303,754.23</b>	<b>3.95</b>		<b>1</b>	<b>1.00 65,303,754.23</b>	<b>0.00 65,303,754.23</b>	<b>56.54</b>	<b>AAA</b>



## Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
<b>GRAND TOTAL</b>			115,497,974.91	115,497,974.91 0.00	115,497,974.91	4.01		1	115,497,974.91	0.00 115,497,974.91	100.00	AAA



## Cash Reconciliation Report

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## Transaction Statement

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No activity during current  
period

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## Amortization Schedule

CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	ORIGINAL PREMIUM OR DISCOUNT	BEGINNING BOOK VALUE	CURRENT PERIOD AMORT	ENDING BOOK VALUE	TOTAL AMORTIZATION	UNAMORTIZED BALANCE
<b>GRAND TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



## Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
<b>2022 BOND FUND</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	3,192,460.16	3,192,460.16	0.00	0.00	33,734.74	33,734.74	0.00
46-8635-0176	PNC Government Checking Account	2025-11-30	125,694.97	125,694.97	0.00	0.00	0.00	0.00	0.00
TEXSTAR	TexSTAR	2025-11-30	14,804,792.33	14,804,792.33	0.00	0.00	164,639.65	164,639.65	0.00
TXCLASS	Texas CLASS	2025-11-30	10,297,089.99	10,297,089.99	0.00	0.00	108,373.45	108,373.45	0.00
<b>TOTAL</b>			<b>28,420,037.45</b>	<b>28,420,037.45</b>	<b>0.00</b>	<b>0.00</b>	<b>306,747.84</b>	<b>306,747.84</b>	<b>0.00</b>
<b>CONSTRUCTION FUNDS</b>									
49-5257-2338	PNC Corporate Business Account	2025-11-30	0.49	0.49	0.00	0.00	2.27	2.27	0.00
49-4234-4745	PNC Corporate Business Account	2025-11-30	364.00	364.00	0.00	0.00	0.00	0.00	93.00
TEXPOOL	TexPool	2025-11-30	0.00	0.00	0.00	0.00	77.37	77.37	0.00
<b>TOTAL</b>			<b>364.49</b>	<b>364.49</b>	<b>0.00</b>	<b>0.00</b>	<b>79.64</b>	<b>79.64</b>	<b>0.00</b>
<b>DEBT SERVICE FUNDS</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	4,561,157.56	4,561,157.56	0.00	0.00	48,197.78	48,197.78	0.00
49-4026-8128	PNC Corporate Business Account	2025-11-30	25,080.63	25,080.63	0.00	0.00	0.00	0.00	0.00
TEXPRIME	TexPool Prime	2025-11-30	14,713,946.38	14,713,946.38	0.00	0.00	113,723.80	113,723.80	0.00
TEXSTAR	TexSTAR	2025-11-30	2,473,634.17	2,473,634.17	0.00	0.00	25,134.68	25,134.68	0.00
<b>TOTAL</b>			<b>21,773,818.74</b>	<b>21,773,818.74</b>	<b>0.00</b>	<b>0.00</b>	<b>187,056.26</b>	<b>187,056.26</b>	<b>0.00</b>
<b>GENERAL FUND</b>									
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	2025-11-30	29,274,487.17	29,274,487.17	0.00	0.00	246,842.58	246,842.58	0.00
LSGO	Lone Star Invest Pool - Government Overnight	2025-11-30	72.82	72.82	0.00	0.00	0.74	0.74	0.00
49-4026-8136	PNC Corporate Business Account	2025-11-30	1,388,384.75	1,388,384.75	0.00	0.00	0.00	0.00	0.00
49-4026-8101	PNC Corporate Business Account	2025-11-30	833,269.34	833,269.34	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2025-11-30	23,304,281.82	23,304,281.82	0.00	0.00	154,694.37	154,694.37	0.00
TEXPRIME	TexPool Prime	2025-11-30	1,310,642.51	1,310,642.51	0.00	0.00	13,658.27	13,658.27	0.00
TEXSTAR	TexSTAR	2025-11-30	9,192,614.79	9,192,614.79	0.00	0.00	93,406.45	93,406.45	0.00



## Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
TXCLASS	Texas CLASS	2025-11-30	1.03	1.03	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>			<b>65,303,754.23</b>	<b>65,303,754.23</b>	<b>0.00</b>	<b>0.00</b>	<b>508,602.41</b>	<b>508,602.41</b>	<b>0.00</b>
<b>GRAND TOTAL</b>			<b>115,497,974.91</b>	<b>115,497,974.91</b>	<b>0.00</b>	<b>0.00</b>	<b>1,002,486.15</b>	<b>1,002,486.15</b>	<b>0.00</b>



## Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
<b>2022 BOND FUND</b>											
46-8635-0176	PNC Government Checking Account	125,694.97	149,794.45	125,694.97	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	3,192,460.16	3,158,725.42	3,192,460.16	11/30/2025	0.00	4.15	33,734.74	0.00	0.00	33,734.74
TEXSTAR	TexSTAR	14,804,792.33	18,040,152.68	14,804,792.33	11/30/2025	5.30	4.03	164,639.65	0.00	0.00	164,639.65
TXCLASS	Texas CLASS	10,297,089.99	10,188,716.54	10,297,089.99	11/30/2025	0.00	4.13	108,373.45	0.00	0.00	108,373.45
<b>TOTAL</b>		<b>28,420,037.45</b>	<b>31,537,389.09</b>	<b>28,420,037.45</b>		<b>2.76</b>	<b>4.06</b>	<b>306,747.84</b>	<b>0.00</b>	<b>0.00</b>	<b>306,747.84</b>
<b>CONSTRUCTION FUNDS</b>											
49-4234-4745	PNC Corporate Business Account	364.00	248.00	364.00	11/30/2025	0.00	0.00	0.00	0.00	0.00	95.00
49-5257-2338	PNC Corporate Business Account	0.49	619.09	0.49	11/30/2025	0.00	0.00	2.27	0.00	0.00	2.27
TEXPOOL	TexPool	0.00	10,668.23	0.00	11/30/2025	5.34	4.04	77.37	0.00	0.00	77.37
<b>TOTAL</b>		<b>364.49</b>	<b>11,535.32</b>	<b>364.49</b>		<b>0.00</b>	<b>0.00</b>	<b>79.64</b>	<b>0.00</b>	<b>0.00</b>	<b>79.64</b>
<b>DEBT SERVICE FUNDS</b>											
49-4026-8128	PNC Corporate Business Account	25,080.63	25,080.63	25,080.63	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	4,561,157.56	4,512,959.78	4,561,157.56	11/30/2025	0.00	4.15	48,197.78	0.00	0.00	48,197.78
TEXPRIME	TexPool Prime	14,713,946.38	9,559,917.46	14,713,946.38	11/30/2025	4.50	4.15	113,723.80	0.00	0.00	113,723.80
TEXSTAR	TexSTAR	2,473,634.17	2,448,499.49	2,473,634.17	11/30/2025	5.30	4.03	25,134.68	0.00	0.00	25,134.68
<b>TOTAL</b>		<b>21,773,818.74</b>	<b>16,546,457.36</b>	<b>21,773,818.74</b>		<b>3.64</b>	<b>4.13</b>	<b>187,056.26</b>	<b>0.00</b>	<b>0.00</b>	<b>187,056.26</b>
<b>GENERAL FUND</b>											
49-4026-8101	PNC Corporate Business Account	833,269.34	2,912,984.39	833,269.34	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
49-4026-8136	PNC Corporate Business Account	1,388,384.75	1,050,841.90	1,388,384.75	11/30/2025	0.00	0.00	0.00	0.00	0.00	0.00
LSCOP	Lone Star Invest Pool - Corp Overnight Plus Fund	29,274,487.17	19,680,043.70	29,274,487.17	11/30/2025	0.00	4.15	246,842.58	0.00	0.00	246,842.58
LSGO	Lone Star Invest Pool - Government Overnight	72.82	72.08	72.82	11/30/2025	0.00	4.01	0.74	0.00	0.00	0.74
TEXPOOL	TexPool	23,304,281.82	12,720,678.59	23,304,281.82	11/30/2025	5.34	4.04	154,694.37	0.00	0.00	154,694.37
TEXPRIME	TexPool Prime	1,310,642.51	1,284,870.24	1,310,642.51	11/30/2025	4.50	4.15	13,658.27	0.00	0.00	13,658.27



## Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
TEXSTAR	TexSTAR	9,192,614.79	9,099,208.34	9,192,614.79	11/30/2025	5.30	4.03	93,406.45	0.00	0.00	93,406.45
TXCLASS	Texas CLASS	1.03	1.03	1.03	11/30/2025	0.00	4.13	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>65,303,754.23</b>	<b>46,748,700.27</b>	<b>65,303,754.23</b>		<b>2.74</b>	<b>3.95</b>	<b>508,602.41</b>	<b>0.00</b>	<b>0.00</b>	<b>508,602.41</b>
<b>GRAND TOTAL</b>		<b>115,497,974.91</b>	<b>94,844,082.04</b>	<b>115,497,974.91</b>		<b>2.92</b>	<b>4.01</b>	<b>1,002,486.15</b>	<b>0.00</b>	<b>0.00</b>	<b>1,002,486.15</b>

## Projected Cashflows

For the Period December 01, 2025 to May 31, 2026

<b>CUSIP</b>	<b>DESCRIPTION</b>	<b>POST DATE</b>	<b>TRANSACTION TYPE</b>	<b>AMOUNT</b>
<b>GRAND TOTAL</b>				



## Change in Value

IDENTIFIER	ISSUER PAR VALUE	YIELD	TRADE DATE MATURITY DATE	INTEREST ACCRUAL INTEREST RECEIVED	BEGINNING BOOK VALUE BEGINNING MARKET VALUE	PURCHASES/ ADDITIONS	REDEMPTIONS	CHANGE IN BOOK VALUE CHANGE IN MARKET VALUE	ENDING BOOK VALUE ENDING MARKET VALUE
<b>2022 BOND FUND</b>									
LSCOP	Lone Star Invest Pool - Corp Over- night Plus Fund 3,192,460.16	4.15	11/30/2025	33,734.74 33,734.74	3,158,725.42 3,158,725.42	33,734.74	0.00	33,734.74 33,734.74	3,192,460.16 3,192,460.16
46-8635-0176	PNC Government Checking Account 125,694.97	0.00	11/30/2025	0.00 0.00	149,794.45 149,794.45	180,805.44	(204,904.92)	(24,099.48) (24,099.48)	125,694.97 125,694.97
TEXSTAR	TexSTAR 14,804,792.33	4.03	11/30/2025	164,639.65 164,639.65	18,040,152.68 18,040,152.68	0.00	(3,235,360.35)	(3,235,360.35) (3,235,360.35)	14,804,792.33 14,804,792.33
TXCLASS	Texas CLASS 10,297,089.99	4.13	11/30/2025	108,373.45 108,373.45	10,188,716.54 10,188,716.54	108,373.45	0.00	108,373.45 108,373.45	10,297,089.99 10,297,089.99
<b>TOTAL</b>		<b>4.06</b>		<b>306,747.84</b> <b>306,747.84</b>	<b>31,537,389.09</b> <b>31,537,389.09</b>	<b>322,913.63</b>	<b>(3,440,265.27)</b>	<b>(3,117,351.64)</b> <b>(3,117,351.64)</b>	<b>28,420,037.45</b> <b>28,420,037.45</b>

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<b>CONSTRUCTION FUNDS</b>									
TEXPOOL	TexPool 0.00	4.04	11/30/2025	77.37 77.37	10,668.23 10,668.23	74.97	(10,743.20)	(10,668.23) (10,668.23)	0.00 0.00
49-5257-2338	PNC Corporate Business Account 0.49	0.00	11/30/2025	2.27 2.27	619.09 619.09	1.78	(620.38)	(618.60) (618.60)	0.49 0.49
49-4234-4745	PNC Corporate Business Account 364.00	0.00	11/30/2025	0.00 0.00	248.00 248.00	116.00	0.00	116.00 116.00	364.00 364.00
<b>TOTAL</b>		<b>0.00</b>		<b>79.64</b> <b>79.64</b>	<b>11,535.32</b> <b>11,535.32</b>	<b>192.75</b>	<b>(11,363.58)</b>	<b>(11,170.83)</b> <b>(11,170.83)</b>	<b>364.49</b> <b>364.49</b>

<b>DEBT SERVICE FUNDS</b>									
TEXPRIME	TexPool Prime 14,713,946.38	4.15	11/30/2025	113,723.80 113,723.80	9,559,917.46 9,559,917.46	5,154,028.92	0.00	5,154,028.92 5,154,028.92	14,713,946.38 14,713,946.38
TEXSTAR	TexSTAR 2,473,634.17	4.03	11/30/2025	25,134.68 25,134.68	2,448,499.49 2,448,499.49	25,134.68	0.00	25,134.68 25,134.68	2,473,634.17 2,473,634.17
49-4026-8128	PNC Corporate Business Account 25,080.63	0.00	11/30/2025	0.00 0.00	25,080.63 25,080.63	0.00	0.00	0.00 0.00	25,080.63 25,080.63
LSCOP	Lone Star Invest Pool - Corp Over- night Plus Fund 4,561,157.56	4.15	11/30/2025	48,197.78 48,197.78	4,512,959.78 4,512,959.78	48,197.78	0.00	48,197.78 48,197.78	4,561,157.56 4,561,157.56
<b>TOTAL</b>		<b>4.13</b>		<b>187,056.26</b> <b>187,056.26</b>	<b>16,546,457.36</b> <b>16,546,457.36</b>	<b>5,227,361.38</b>	<b>0.00</b>	<b>5,227,361.38</b> <b>5,227,361.38</b>	<b>21,773,818.74</b> <b>21,773,818.74</b>



## Change in Value

IDENTIFIER	ISSUER PAR VALUE	YIELD	TRADE DATE MATURITY DATE	INTEREST ACCRUAL INTEREST RECEIVED	BEGINNING BOOK VALUE BEGINNING MARKET VALUE	PURCHASES/ ADDITIONS	REDEMPTIONS	CHANGE IN BOOK VALUE CHANGE IN MARKET VALUE	ENDING BOOK VALUE ENDING MARKET VALUE
<b>GENERAL FUND</b>									
TEXPRIME	TexPool Prime 1,310,642.51	4.15	11/30/2025	13,658.27 13,658.27	1,284,870.24 1,284,870.24	25,772.27	0.00	25,772.27 25,772.27	1,310,642.51 1,310,642.51
49-4026-8101	PNC Corporate Business Account 833,269.34	0.00	11/30/2025	0.00 0.00	2,912,984.39 2,912,984.39	585,260.71	(2,664,975.76)	(2,079,715.05) (2,079,715.05)	833,269.34 833,269.34
LSCOP	Lone Star Invest Pool - Corp Over- night Plus Fund 29,274,487.17	4.15	11/30/2025	246,842.58 246,842.58	19,680,043.70 19,680,043.70	10,247,105.81	(652,662.34)	9,594,443.47 9,594,443.47	29,274,487.17 29,274,487.17
TXCLASS	Texas CLASS 1.03	4.13	05/31/2023 11/30/2025	0.00 0.00	1.03 1.03	0.00	0.00	0.00 0.00	1.03 1.03
LSGO	Lone Star Invest Pool - Government Overnight 72.82	4.01	11/30/2025	0.74 0.74	72.08 72.08	0.74	0.00	0.74 0.74	72.82 72.82
TEXPOOL	TexPool 23,304,281.82	4.04	11/30/2025	154,694.37 154,694.37	12,720,678.59 12,720,678.59	10,917,751.74	(334,148.51)	10,583,603.23 10,583,603.23	23,304,281.82 23,304,281.82
TEXSTAR	TexSTAR 9,192,614.79	4.03	11/30/2025	93,406.45 93,406.45	9,099,208.34 9,099,208.34	93,406.45	0.00	93,406.45 93,406.45	9,192,614.79 9,192,614.79
49-4026-8136	PNC Corporate Business Account 1,388,384.75	0.00	11/30/2025	0.00 0.00	1,050,841.90 1,050,841.90	2,722,756.02	(2,385,213.17)	337,542.85 337,542.85	1,388,384.75 1,388,384.75
<b>TOTAL</b>		<b>3.95</b>		<b>508,602.41</b> <b>508,602.41</b>	<b>46,748,700.27</b> <b>46,748,700.27</b>	<b>24,592,053.74</b>	<b>(6,036,999.78)</b>	<b>18,555,053.96</b> <b>18,555,053.96</b>	<b>65,303,754.23</b> <b>65,303,754.23</b>
<b>GRAND TOTAL</b>		<b>4.01</b>		<b>1,002,486.15</b> <b>1,002,486.15</b>	<b>94,844,082.04</b> <b>94,844,082.04</b>	<b>30,142,521.50</b>	<b>(9,488,628.63)</b>	<b>20,653,892.87</b> <b>20,653,892.87</b>	<b>115,497,974.91</b> <b>115,497,974.91</b>

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**Belton Independent School District**  
***Board of Trustee Meeting Agenda Item***  
***December 15, 2025***

**Item:** Gifts, Grants, and Bequests

**Contact Person:** Melissa Lafferty

**Presented for:**  Action     Report Only

**Supporting Documents:**     None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

The District accepts gifts, grants, and bequests from many different sources each school year for the benefit of its students and programs. Policy CDC(LOCAL) gives authority to the Superintendent to accept most gifts, grants, or bequests.

**Fiscal Implications:**

Attached is a list of donations that have been accepted. Budget amendments required for the expenditure of these funds will be presented as needed.

**Administrative Recommendation(s):**

Information only.

**Gifts, Grants, and Bequests  
December 15, 2025**

<b>Source of Other Revenue/In Kind Donations</b>	<b>Type</b>	<b>Amount/ Value</b>	<b>Date</b>	<b>District, Campus, or Program</b>	<b>Intended Use</b>
Lakewood PTA	Check	\$2,591.10	11/14/2025	Lakewood Elementary	New Laminator
Nikki Rodak	In-Kind	\$300.00	11/6/2025	BHS - SPED	3 Spring Fling Dress Donations

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**  
**December 15, 2025**

**Item:** Budget Amendment #3 for 2025-2026

**Contact Person:** Melissa Lafferty

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

The Texas Education Agency (TEA) Financial Accountability System Resource Guide sets forth guidelines on budget amendments. Budget amendments are required by the State to reclassify appropriations at the level at which the budget is adopted. Belton ISD adopts budgets for the required funds at the functional level. Amendments which reclassify appropriations from one functional level to another should be approved by the Board. The budget may also be amended by the Board for changes in the level of its Revenue and Expenditures, CE(Legal/Local). Amendments are recorded in the District's Board minutes.

Budget amendments are presented monthly, as needed. The changes are described below.

**Fiscal Implications:**

**General Fund**

Expenditures

- **Instruction (11): (\$12,473)**
  - (\$9,473): Redistribute funds for various needs
  - (\$3,000): Redistribute funds for LBHS Band State Travel
- **Curriculum & Staff Development (13): \$385**
  - \$385: Redistribute funds for various needs
- **Instructional Leadership (21): \$1,705**
  - \$1,705: Redistribute funds for various needs
- **Guidance and Counseling Services (31): (\$1,705)**
  - (\$1,705): Redistribute funds for various needs
- **Co-curricular Activities (36): \$12,088**
  - \$9,088: Redistribute funds for various needs
  - \$3,000: Redistribute funds to cover LBHS Band State Travel
- **Facilities Maintenance & Operations (51): \$8,409**
  - \$8,409: Redistribute funds for Utilities
- **Data Processing Services (53): (\$8,409)**
  - (\$8,409): Redistribute funds for Utilities
- **Facilities Acquisition & Construction (81): \$125,000**

- \$125,000: Tiger Field Reimbursement Resolution Project – Video board design fees

The net effect of these expenditure amendments is a decrease of (\$125,000) to the fund balance.

**Administrative Recommendation(s):**

Approve amendments as presented.

**2025-26 Budget Amendment Proposed For Adoption By The Board Of Trustees**  
**Belton ISD - December 15, 2025**

Function	General Fund			
	Original Adopted Budget	Previously Amended Budget	Summary of Proposed Amendments	Proposed Amended Budget
<b>REVENUES</b>				
Local	\$ 50,511,930	\$ 50,527,418	-	50,527,418
State	101,422,971	101,405,923	-	101,405,923
Federal	1,375,000	1,375,000	-	1,375,000
	<b>153,309,901</b>	<b>153,308,341</b>	-	<b>153,308,341</b>
<b>EXPENDITURES</b>				
11 Instruction	82,233,007	81,972,409	(12,473)	81,959,936
12 Library & Media Services	1,771,816	1,771,816	-	1,771,816
13 Curriculum & Staff Development	3,895,773	3,704,031	385	3,704,416
21 Instructional Leadership	2,695,954	2,695,039	1,705	2,696,744
23 School Leadership	9,571,864	9,569,364	-	9,569,364
31 Guidance and Counseling Services	6,513,322	6,513,322	(1,705)	6,511,617
32 Social Work Services	264,611	187,446	-	187,446
33 Health Services	2,266,148	2,266,148	-	2,266,148
34 Student Transportation	6,708,711	6,724,199	-	6,724,199
35 School Nutrition	-	-	-	-
36 Co-curricular Activities	5,704,747	5,626,001	12,088	5,638,089
41 General Administration	4,292,262	4,292,262	-	4,292,262
51 Facilities Maintenance & Operations	17,184,660	17,220,756	8,409	17,229,165
52 Security and Monitoring	3,271,775	3,354,775	-	3,354,775
53 Data Processing Services	5,037,698	5,001,602	(8,409)	4,993,193
61 Community Services	-	-	-	-
71 Debt Service	356,810	356,810	-	356,810
81 Facilities Acquisition & Construction	-	231,155	125,000	356,155
93 Payments to fiscal agent	-	-	-	-
95 Payments to JJAEP	15,743	15,743	-	15,743
97 Tax Increment	750,000	750,000	-	750,000
99 Other Intergovernmental Charges	775,000	775,000	-	775,000
<b>Total Expenditures</b>	<b>153,309,901</b>	<b>153,027,878</b>	<b>125,000</b>	<b>153,152,878</b>
<b>Revenues Over (Under) Expenditures</b>	-	<b>280,463</b>	<b>(125,000)</b>	<b>155,463</b>
Other Sources	-	-	-	-
Other Uses	-	-	-	-
<b>Budgeted/Estimated Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 280,463</b>	<b>\$ (125,000)</b>	<b>\$ 155,463</b>

Budget amendments for these funds are required to be adopted by the Board of Trustees.

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**

**December 15, 2025**

**Item:** Expenditures over \$50,000

**Contact Person:** Melissa Lafferty

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

Board Policy CH(LOCAL) requires that any single budgeted purchase of goods or services that costs \$50,000 or more shall require Board approval before a transaction may take place. The following list of proposed purchases is submitted for your consideration:

Renewal of CDW-G for CrowdStrike Antivirus Software

CrowdStrike is a cloud-based antivirus solution through CDW-G that offers Security as a Service (SaaS). The cost is \$67,400. CDW-G participates in the DIR Contract.

Renewal of Eduphoria for Software Licenses

Eduphoria provides subscriptions for three key products: Aware Premium, Lead4ward, and Strive. Aware Premium empowers teachers with a secure platform for managing student data, creating assessments, and fostering professional learning communities. Lead4ward provides valuable data reports that enable data-driven decision-making. Strive streamlines staff evaluations, goal setting, and PLC collaboration. The renewal cost is \$71,586. Eduphoria is an approved vendor.

Renewal of Cintas for Mop and Towel Services

Cintas will provide essential mop and towel services for 19 campuses. These services include weekly pickup and replacement of dust mops, microfiber mops, and microfiber towels with sanitized and freshly laundered items. The cost is \$65,000. Cintas participates in the Omnia Contract.

**Fiscal Implications:**

CDW-G, Eduphoria, and Cintas will be funded by the General Fund.

**Administrative Recommendation(s):**

Approve the requested expenditures as presented.

**Belton Independent School District**  
***Board of Trustee Meeting Agenda Item***

***December 15, 2025***

**Item:** RFP #2509-700-394 Software & Applications

**Contact Person:** Tammy Shannon

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

RFP #2509-700-394, Software & Applications was posted on September 23, 2025. This proposal allows the purchase of goods and services on an as-needed basis. Pursuant to Section 2252.908 of Government Code, HB 1295 form has been received and will be acknowledged on the Texas Ethics Commission website. This contract will be effective January 1, 2026, through December 31, 2027, with three (3) automatic renewals.

**Fiscal Implications:**

Funds for Software & Applications are allocated in the annual budget.

**Administrative Recommendation(s):**

Approve the vendor list for Software & Applications as presented.

**Software & Applications**  
**RFP #2509-700-394**

3P Learning  
Accelerate Learning, Inc.  
Accessibyte  
Arcadian Tech  
Assessment Technologies Institute, LLC  
Ballard & Tighe Publishers  
Beable Education, Inc.  
BrainPOP, LLC  
Breakout, Inc.  
Captyn  
CareerCraft, Inc.  
Carnegie Learning, Inc.  
Clear K12, Inc.  
Concourse Tech, Inc.  
Consultadd, Inc.  
Cybernut, Inc.  
DocuNav Solutions  
DoorCheck, LLC  
eCampus Systems  
ECS Learning Systems  
Education Walkthrough  
Eduphoria! Incorporated  
eDynamic Learning  
Everway, LLC  
Exclusive IT Tech  
Generation Genius, inc.  
Gipper  
GraceNotes, LLC  
GraphicVision  
Heinemann  
HiEd, Inc.  
Houghton Mifflin Harcourt Publishing Co.  
Howard Technology Solutions  
Identisys  
Instructure, Inc.  
Interval Technology Partners, LLC  
IXL Learning, Inc.  
JW Pepper & Son, Inc.  
Journeyed.com, Inc.  
Lead Your School  
Lead3ward, LLC  
Literrific, Inc.  
Lone Star Learning  
Mackin Educational Resources  
McGraw-Hill School Education, LLC  
MIND Education  
Mitinet, Inc.  
Notable, Inc. Kami  
Orator  
PMCS Services, Inc.  
Precision Business Machines, Inc.  
Progress Learning, LLC  
Project Education  
QuaverEd, Inc.  
RaaWee K12 Solutions  
Relatrix Corporation  
Renaissance Learning, Inc.  
Rethink Autism, Inc.  
Romeo Music  
Rosetta Stone, LLC  
Savvas Learning Company, LLC  
Sched, LLC  
Scholar Haven, LLC  
Scholastic, Inc.  
SLH Technology and Logistics Services  
Software Information Resources  
Summit K12 Holdings, Inc.  
Teacher's Discovery, Inc.  
The Comprehensible Classroom  
The Writing Academy, LLC  
TonalEnergy, Inc.  
United Data Technologies  
Varsity Tutors for Schools, LLC  
VEX Robotics, Inc.  
Voluble Systems, LLC  
Waterford Technologies, Inc.  
World Book, Inc.  
Zearn

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**  
**December 15, 2025**

**Item:** Appointment of Concussion Oversight Team

**Contact Person:** Dr. Michael Morgan

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 2: Ensure exceptional learning experiences for each and every student.

**Background Information:**

Board Policy FM(LEGAL) requires “the board of a district with students enrolled who participate in an interscholastic athletic activity” to appoint or approve a Concussion Oversight Team. Each Concussion Oversight Team must include at least one physician and, to the greatest extent practicable, include one or more of the following: an athletic trainer, an advanced practice nurse, a neuropsychologist, or a physician assistant.

The following people have agreed to serve a one-year term on the BISD Concussion Oversight Team:

- Benjamin J. May, M.D. Orthopedic Sports Medicine at Baylor Scott & White, Roney and Joint Center
- John M. Hamilton, M.D., Orthopedic Surgeon, Sports Medicine at Baylor Scott & White Roney Bone and Joint Center
- Ross King, BISD Athletic Trainer, ATC, LAT, MAT
- Whitney Rogers, BISD Athletic Trainer, ATC, LAT
- Shannon Marek, BISD Athletic Trainer, ATC, LAT
- Daniel Gibson, BISD Athletic Trainer, LAT
- Jerry Pate, BISD Athletic Trainer, ATC, LAT
- Emily Patrick, BISD Athletic Trainer, ATC, LAT

**Fiscal Implications:**

N/A

**Administrative Recommendation(s):**

Approve the Concussion Oversight Team as presented.

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**

**December 15, 2025**

**Item:** Cooperative Purchasing Program Fee Report

**Contact Person:** Tammy Shannon

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

**District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

TEC Section 44.0331 requires school districts to document any contract-related fee, including any management fee and the purpose of each fee under the contract. The amount, purpose, and disposition of any fee must be presented in a written report and submitted annually in an open meeting of the Board of Trustees of the school district. The written report must appear as an agenda item.

The District is a member of several purchasing co-ops including:

- 1Government Procurement Alliance
- Central Texas Purchasing Alliance
- Education Service Center Region 8 - The Interlocal Purchasing System
- Education Service Center Region 10 Multi-Region Purchasing Cooperative
- Education Service Center Region 13
- Education Service Center Region 16 – TexBuy Cooperative
- Education Service Center Region 18 Purchasing Cooperative
- Education Service Center Region 19 – Allied States Cooperative
- Education Service Center Region 20 Purchasing Cooperative
- Goodbuy Purchasing Network
- Harris County Department of Education - Choice Partners
- Houston-Galveston Area Council
- Keystone Purchasing Network
- Sourcewell

- State of Texas Cooperative Purchasing Program
- OMNIA Partners
- TASB Buyboard
- Texas 20 Purchasing Cooperative
- Texas Department of Information Resources (DIR)

Co-ops are used for purchases when circumstances are more advantageous to the District than individual bids or proposals. Any fees paid, and the purposes for the fees are reported annually to the Board.

**Fiscal Implications:**

The District paid fees to the following cooperative purchasing programs during the 2024-2025 school year.

- Central Texas Purchasing Alliance - \$150 annual membership.
- Education Service Center Region 20 - \$875 annual membership for general supplies contract.
- State of Texas Cooperative Purchasing Program - \$100 annual membership for all contracts.

**Administrative Recommendation(s):**

Information only.

# Belton Independent School District

## Board of Trustee Meeting Agenda

*Item December 15, 2025*

**Item:** Change Order #2 with T.F. Harper & Associates for the Delta Program Facility Bond Project

**Contact Person:** Michael Morgan

**Presented for:**  Action      Report Only

**Supporting Documents:** None       Attached      Provided Later

### **District Goal or Objective Addressed:**

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

### **Background Information:**

The Board approved T.F Harper & Associates as General Contractor for construction of the Delta Program Facility bond project at the January 22, 2024 Board meeting.

The initial construction contract sum was \$4,100,123.00. The contract sum included an Owner Contingency of \$100,000. Change Order No. 1 was approved by administration in September 2024 in the amount of \$30,550.00 increasing the contract sum to \$4,130,673.00.

Change Order No. 2 will reduce the contract sum by (\$350,323.55) for a final contract sum of \$3,780,349.45. This change order includes final reconciliation of various scope changes, return of unused Owner Contingency, and liquidated damages due to Belton ISD for costs incurred by the district resulting from delayed completion by the contractor.

Approval of this change order will release the currently encumbered funds for this project and return the funds to the 2022 Bond Program to be used on other 2022 Bond projects.

### **Fiscal Implications:**

The project is funded through 2022 bond funds.

### **Administrative Recommendation(s):**

Approve Change Order No. 2, reducing the contract sum by (\$350,323.55), and authorize the Superintendent to execute this change order document as presented.



# AIA Document G701<sup>®</sup> – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Belton Independent School District - Delta Facility 1012 FM 93 Belton, Texas 76513 VLK Project #22-009.00	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: February 19, 2024	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 002  Date: December 04, 2025
<b>OWNER:</b> <i>(Name and address)</i> Belton Independent School District 1220 Huey Drive Belton, Texas 76513	<b>ARCHITECT:</b> <i>(Name and address)</i> VLK Architects, LLC 2700 Via Fortuna Building 2 - Suite 230 Austin, Texas 78746	<b>CONTRACTOR:</b> <i>(Name and address)</i> T.F. Harper & Associates, LP 1685 South FM 1626 Buda, Texas 78610

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

#### Added Costs to the Contract Sum:

PR #005 Ice maker: \$1,104.00  
 PR #007 Privacy fence (layout adjustment): \$11,040.00  
 PR #008 Outlets added for TV in retail: \$3,145.00  
     Amico lift (pricing difference): \$1,076.00  
     Relocate four (4) lines in kitchen area associated with vent hood: \$3,650.00  
     Additional ceramic tile in kitchen and washroom from floor to ceiling: \$6,850.00  
     Additional camera above canopy requested by Owner: \$5,482.00  
     Relocate main disconnects at mechanical yard: \$6,650.32

#### Credited Costs to the Contract Sum:

PR #002 Bullet resistant glass credit: (\$2,250.00)  
 PR #006 Delete intrusion detection system: (\$2,000.00)  
 CD #001 Sound attenuation and building deflection: (\$14,597.20)  
     Post and panel sign: (\$4,130.00)  
     Panelboard and gear: (\$4,515.00)  
     Stainless steel tables (5x item 167): (\$4,200.00)  
     Reduction of paint scope (All areas still painted): (\$1,200.00)  
     Manhole removed from Scope: (\$16,748.00)  
     Owner contingency: (\$10,097.42)  
     Owner costs - correct wall framing: (\$40,384.00)  
     Liquidated damages - A/E Supplemental Services: (\$111,890.50)  
     Liquidated damages - To Owner: (\$177,308.75)

Net difference of credits and adds: \$350,323.55 (credit)

The original Contract Sum was	\$ 4,100,123.00
The net change by previously authorized Change Orders	\$ 30,550.00
The Contract Sum prior to this Change Order was	\$ 4,130,673.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ (350,323.55)
The new Contract Sum including this Change Order will be	\$ 3,780,349.45

The Contract Time will be unchanged by Zero (0) days.  
 The new date of Substantial Completion will be Unchanged.

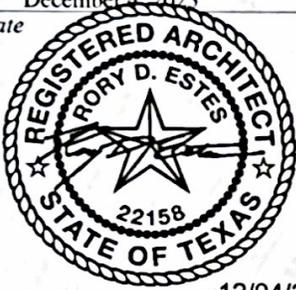
**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

  
ARCHITECT (Signature)

BY: Rory Estes, AIA | Principal  
(Printed name, title, and license  
number if required)

December 4, 2025  
Date



12/04/2025

  
CONTRACTOR (Signature)

BY: Ariel Smith-Susan, President |  
Owner  
(Printed name and title)

December 10, 2025  
Date

OWNER (Signature)

BY:  
(Printed name and title)

Date

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**  
**December 15, 2025**

**Item:** Acceptance and Close Out of Delta Program Facility Bond Project and Approval of Final Payment

**Contact Person:** Melissa Lafferty

**Presented for:**  Action     Report Only

**Supporting Documents:**  None     Attached     Provided Later

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**District Goal or Objective Addressed:**

Goal 1: Strengthen and support the engagement of all stakeholders in the pursuit of the BISD vision.

**Background Information:**

Board Policy CV(LOCAL) provides that the District shall not make final payments for construction or supervision of construction until the work has been completed and the Board has accepted the work.

The Board approved T.F Harper & Associates as General Contractor for construction of the Delta Program Facility bond project at the January 22, 2024, Board meeting. The initial construction contract sum was \$4,100,123 and included an Owner Contingency of \$100,000. Change Order No. 1 was approved by administration in September 2024 in the amount of \$30,550 increasing the contract sum to \$4,130,673.

Change Order No. 2, if approved by the Board, will reduce the contract sum by (\$350,323.55) for a final contract sum of \$3,780,349.45.

The Certificate of Substantial Completion dated 10/29/2025, was executed by the contractor, architect, and owner. The Certificate of Occupancy was received and dated 10/16/2025. Close-out documents, warranties, lien waivers, consent of surety for final payment, the Operations Maintenance Manual, and the final pay application have been received.

**Fiscal Implications:**

This project is funded through 2022 bond funds.

**Administrative Recommendation(s):**

Recommend acceptance and close out of the Delta Program Facility bond project and release the final payment of \$584,298 as presented.

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**TO (Owner):**  
 Belton Independent School District  
 1220 Huey Drive  
 Belton, Texas 76513

**PROJECT:** 24007 : Belton ISD Delta Facility

**APPLICATION NO.:** 16

Attn: Stephen Berry, Director of Projects

**Application Date:** 12/9/2025  
**Period To:** 08/01/2025 - 12/09/2025  
**Job Number:** 24007  
**VLK Project #** 23-009.00

**TO (Architect):**  
 VLK Architects  
 2700 Via Fortuna  
 Austin, TX 78739

**FROM (SUBCONTRACTOR):**  
 T. F. Harper & Associates LP  
 1685 South FM1626  
 Buda, Texas 78610  
 512-440-0707

**INVOICE NUMBER: 24-007-16**

Contract for: Belton General Construction of New Delta Facility  
 Contract Date: February 24, 2024  
 NTP: March 25, 2024

**CONTRACTOR'S APPLICATION FOR PAYMENT**

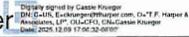
Application is made for Payment, as shown below, in connection with the Purchase Order.

CHANGE ORDER SUMMARY			
Change orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL		\$ -	\$ -
Approved this month			
Number	Date Approved		
1	9/7/2024	\$ 30,550.00	\$ -
2	12/9/2025		\$ 350,323.55
TOTALS		\$ 30,550.00	\$ 350,323.55
Net change by Change Orders		\$	(319,773.55)

<b>1. ORIGINAL CONTRACT SUM</b>		\$ 4,100,123.00
<b>2. Net change by Change Orders</b>		\$ (319,773.55)
<b>3. CONTRACT SUM TO DATE</b>		\$ 3,780,349.45
<b>4. TOTAL COMPLETED &amp; STORED TO DATE</b>	100%	\$ 3,780,349.45
<b>5. RETAINAGE:</b>		
a. 5% Of Completed Work		\$0.00
Total Retainage	0%	\$0.00
<b>6. TOTAL EARNED LESS RETAINAGE</b>	100%	\$ 3,780,349.45
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b>	100%	\$ 3,196,051.45
<b>8. CURRENT PAYMENT DUE</b>	15%	\$ 584,298.00
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b>	0%	\$ -

The undersigned contractor certifies that to the best of the contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Scope of Work, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

T. F Harper & Associates, LP  
 Contractor

Cassie Krueger  12/09/2025  
 Signature Date

Printed Name: Cassie Krueger

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on onsite observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED:

AMOUNT CERTIFIED \$ \_\_\_\_\_

ARCHITECT: \_\_\_\_\_

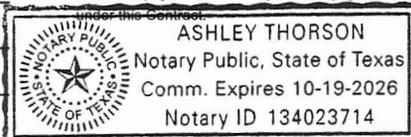
By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment is without prejudice to any rights of the Owner or Contractor

State of: Texas County of: Hays

Notary Public: Ashley Thorson

My Commission Expires: 10-19-2026



GC: T F Harper & Associates LP  
 1685 South FM 1626  
 Buda, TX 78610

PROJECT 24007 : Belton ISD Delta Facility

Application # 16  
 Application Date: 12/9/2025  
 Period To: 08/01/2025 - 12/09/2025  
 TFHA JOB NO: 24007

ITEM #	DESCRIPTION OF WORK	A SCHEDULED VALUE	B PRIOR BILLING	C CURRENT BILLING	D MATERIALS PRESENTLY STORED	E 24-034-04 DATE B+C+D	F Balance Remaining A-D	G % COMP D/A	H 5% RETENTION D*.5
1	General Conditions	\$ 150,000.00	\$ 145,000.00	\$ 5,000.00	\$ -	\$ 150,000.00	\$ -	100%	\$ -
2	Mobilization	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00	\$ -	100%	\$ -
3	Bond	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
4	Insurance	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	\$ -	100%	\$ -
5	Permits	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	\$ -	100%	\$ -
	<b>Site Work and Grading</b>								\$ -
6	SWPPP	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -
7	Demolition	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	\$ -	100%	\$ -
8	Excavation	\$ 125,000.00	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00	\$ -	100%	\$ -
9	Hauling	\$ 22,000.00	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00	\$ -	100%	\$ -
10	Trench Safety	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100%	\$ -
11	Pad Installation	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00	\$ -	100%	\$ -
12	Finish Grade	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
	<b>Civil Site Work</b>								\$ -
13	Survey	\$ 18,000.00	\$ 18,000.00	\$ -	\$ -	\$ 18,000.00	\$ -	100%	\$ -
14	Water Line D Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
15	Water Line D Labor	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100%	\$ -
16	Storm Material	\$ 18,000.00	\$ 18,000.00	\$ -	\$ -	\$ 18,000.00	\$ -	100%	\$ -
17	Storm Labor	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100%	\$ -
18	Waste Water Material	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	\$ -	100%	\$ -
19	Waste Water Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
20	Fire Line Material	\$ 21,000.00	\$ 21,000.00	\$ -	\$ -	\$ 21,000.00	\$ -	100%	\$ -
21	Fire Line Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
22	Paving -Parking Lot	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	\$ -	100%	\$ -
23	Striping Curb Stops and Signs	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
	<b>Concrete Work</b>								\$ -
24	Foundation Footing Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
25	Foundation Footings Labor	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
26	Foundation Beams Material	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
27	Foundation Beams Labor	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	\$ -	100%	\$ -
28	Foundation Rebar Material	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
29	Foundation Rebar Material	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100%	\$ -
30	Building Foundation Slab Material	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
31	Building Foundation Slab Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -

32	Concrete Sidewalks Material	\$ 25,000.00	\$ 22,500.00	\$ 2,500.00	\$ -	\$ 25,000.00	\$ -	100%	\$ -
33	Concrete Sidewalks Labor	\$ 10,000.00	\$ 9,000.00	\$ 1,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
34	Concrete Curbs Material	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -
35	Concrete Curbs Labor	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
36	MEP Pad Labor	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	\$ -	100%	\$ -
37	MEP Pad Material	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	100%	\$ -
	<b>Landscape and Plantings</b>								\$ -
38	Planting Material	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	100%	\$ -
39	Planting Labor	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
40	Sod - Material	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	100%	\$ -
41	Sod Labor	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
42	Permanent Fencing	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	100%	\$ -
									\$ -
	<b>Metal Building</b>								\$ -
43	Pre Engineered Building Framing Material	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	100%	\$ -
44	Pre Engineered Building Framing Labor	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
45	Pre Engineered Building Wall Material	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
46	Pre Engineered Building Wall Labor	\$ 50,000.00	\$ 45,000.00	\$ 5,000.00	\$ -	\$ 50,000.00	\$ -	100%	\$ -
47	Pre Engineered Building Roof Material	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
48	Pre Engineered Building Roof Labor	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	100%	\$ -
49	Masonry Material	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	\$ -	100%	\$ -
50	Masonry Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
51	Storefront Material	\$ 95,000.00	\$ 80,750.00	\$ 14,250.00	\$ -	\$ 95,000.00	\$ -	100%	\$ -
52	Storefront Labor	\$ 35,000.00	\$ 29,750.00	\$ 5,250.00	\$ -	\$ 35,000.00	\$ -	100%	\$ -
53	Storefront Security Film	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
	<b>Canopy</b>								\$ -
54	<b>Alternate 1 Metal Canopy</b>	\$ 37,096.00	\$ 37,096.00	\$ -	\$ -	\$ 37,096.00	\$ -	100%	\$ -
									\$ -
	<b>Damp Proofing</b>								\$ -
55	Damp Proofing	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ 55,000.00	\$ -	100%	\$ -
									\$ -
	<b>Interior Finish</b>								\$ -
56	Wall Partions Material	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	\$ -	100%	\$ -
57	Wall Partions Labor	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -
58	Insulation Material	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
59	Insulation Labor	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -
60	Drywall Material	\$ 45,000.00	\$ 38,250.00	\$ 6,750.00	\$ -	\$ 45,000.00	\$ -	100%	\$ -
61	Drywall Labor	\$ 20,000.00	\$ 17,000.00	\$ 3,000.00	\$ -	\$ 20,000.00	\$ -	100%	\$ -
62	Tape/Float/Texture	\$ 35,000.00	\$ 29,750.00	\$ 5,250.00	\$ -	\$ 35,000.00	\$ -	100%	\$ -
63	Ceramic Tile Material	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	100%	\$ -
64	Ceramic Tile Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
65	Flooring/Base Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
66	Flooring/Base Labor	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	100%	\$ -
67	Acustical Ceiling Material	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -

68	Acustical Ceiling Labor	\$ 10,000.00	\$ 3,000.00	\$ 7,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
69	Paint Material	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
70	Paint Labor	\$ 15,000.00	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 15,000.00	\$ -	100%	\$ -
71	Hollow Metal Frame Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
72	Hollow Metal Door Material	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00	\$ -	100%	\$ -
73	Hollow Metal Hardware Material	\$ 33,000.00	\$ 8,250.00	\$ 24,750.00	\$ -	\$ 33,000.00	\$ -	100%	\$ -
74	Hollow Metal Door/Hardware Labor	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00	\$ -	\$ 10,000.00	\$ -	100%	\$ -
75	Glass & Glazing	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	100%	\$ -
									\$ -
	<b>Electrical</b>								\$ -
	<b>Exterior Electrical</b>								\$ -
76	Light Poles-Material	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	100%	\$ -
77	Light Poles-Installation	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	100%	\$ -
78	Transformer-Material	\$ 20,500.00	\$ 20,500.00	\$ -	\$ -	\$ 20,500.00	\$ -	100%	\$ -
79	Transformer Labor	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
	<b>Interior Electrical</b>								\$ -
80	Inslab Electrical Material	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	\$ -	100%	\$ -
81	Inslab Electrical Labor	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ -	100%	\$ -
82	Gear Package	\$ 70,000.00	\$ 62,300.00	\$ 7,700.00	\$ -	\$ 70,000.00	\$ -	100%	\$ -
83	Gear Labor	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00	\$ -	\$ 25,000.00	\$ -	100%	\$ -
84	Interior Electrical InWall-Material	\$ 19,500.00	\$ 19,500.00	\$ -	\$ -	\$ 19,500.00	\$ -	100%	\$ -
85	Interior Electrical InWall-Labor	\$ 13,000.00	\$ 11,000.00	\$ 2,000.00	\$ -	\$ 13,000.00	\$ -	100%	\$ -
86	Interior Electrical Ceiling-Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
87	Interior Electrical Ceiling Labor	\$ 20,000.00	\$ 14,000.00	\$ 6,000.00	\$ -	\$ 20,000.00	\$ -	100%	\$ -
88	Fixtures Material	\$ 70,000.00	\$ 7,000.00	\$ 63,000.00	\$ -	\$ 70,000.00	\$ -	100%	\$ -
89	Fixtures Install	\$ 15,000.00	\$ 1,500.00	\$ 13,500.00	\$ -	\$ 15,000.00	\$ -	100%	\$ -
									\$ -
	<b>HVAC</b>								\$ -
90	HVAC RoughIn-Material	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ -	100%	\$ -
91	HVAC RoughIn-Labor	\$ 180,000.00	\$ 180,000.00	\$ -	\$ -	\$ 180,000.00	\$ -	100%	\$ -
92	HVAC Device Material	\$ 120,000.00	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00	\$ -	100%	\$ -
93	HVAC Device Labor	\$ 60,000.00	\$ 45,000.00	\$ 15,000.00	\$ -	\$ 60,000.00	\$ -	100%	\$ -
94	Controls	\$ 85,000.00	\$ 50,000.00	\$ 35,000.00	\$ -	\$ 85,000.00	\$ -	100%	\$ -
95	Air Balance and Testing	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	100%	\$ -
	<b>Plumbing</b>								\$ -
96	Plumbing InSlab Material	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	\$ -	100%	\$ -
97	Plumbing InSlab Labor	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	100%	\$ -
98	Plumbing InWall Material	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	\$ -	100%	\$ -
99	Plumbing InWall Labor	\$ 30,000.00	\$ 27,500.00	\$ 2,500.00	\$ -	\$ 30,000.00	\$ -	100%	\$ -
100	Plumbing Fixtures Material	\$ 55,000.00	\$ 52,500.00	\$ 2,500.00	\$ -	\$ 55,000.00	\$ -	100%	\$ -
101	Plumbing Fixtures Labor	\$ 20,000.00	\$ 1,250.00	\$ 18,750.00	\$ -	\$ 20,000.00	\$ -	100%	\$ -
	<b>Furnishing</b>								\$ -
102	Appliances	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	100%	\$ -
103	Manufactured Casework	\$ 70,000.00	\$ 70,000.00	\$ -	\$ -	\$ 70,000.00	\$ -	100%	\$ -
104	Misc Specialty Items	\$ 13,265.00	\$ 13,265.00	\$ -	\$ -	\$ 13,265.00	\$ -	100%	\$ -
	<b>Signage</b>								\$ -
				121					\$ -

105	Exterior Sign	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	\$ -	100%	\$ -
106	Interior Sign	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	100%	\$ -
									\$ -
	<b>Fire Alarm and Sprinkler</b>								\$ -
107	Fire Alarm	\$ 107,000.00	\$ -	\$ 107,000.00	\$ -	\$ 107,000.00	\$ -	100%	\$ -
108	Sprinkler Design	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
109	Sprinkler Material	\$ 32,000.00	\$ 32,000.00	\$ -	\$ -	\$ 32,000.00	\$ -	100%	\$ -
110	Sprinkler Labor	\$ 23,000.00	\$ 19,500.00	\$ 3,500.00	\$ -	\$ 23,000.00	\$ -	100%	\$ -
	<b>Access Control</b>								\$ -
111	Data/Network Material	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 30,000.00	\$ -	100%	\$ -
112	Access Control Labor	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 30,000.00	\$ -	100%	\$ -
	<b>Technology and Security</b>								\$ -
113	Camera Material	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	100%	\$ -
114	Camera Labor	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	100%	\$ -
	<b>Fiber Line</b>								\$ -
115	Fiber Line Material	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	100%	\$ -
116	Fiber Line Labor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	100%	\$ -
									\$ -
117	<b>Alternate 2 Ceiling Mounted Hoist</b>	\$ 58,261.00	\$ 34,956.60	\$ 23,304.40	\$ -	\$ 58,261.00	\$ -	100%	\$ -
118	<b>Alternate 3 Operatable Partition</b>	\$ 28,501.00	\$ 28,501.00	\$ -	\$ -	\$ 28,501.00	\$ -	100%	\$ -
									\$ -
119	<b>Closeout</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
									\$ -
120	<b>Contengency</b>	\$ 100,000.00	\$ 74,646.08	\$ 25,353.92	\$ -	\$ 100,000.00	\$ -	100%	\$ -
121	<b>Change Order #1</b>	\$ 30,550.00	\$ -	\$ 30,550.00	\$ -	\$ 30,550.00	\$ -	100%	\$ -
122	<b>Change Order #2</b>	\$ (350,323.55)	\$ -	\$ (350,323.55)	\$ -	\$ (350,323.55)	\$ -	100%	\$ -
									\$ -
	<b>TOTAL</b>	\$ 3,780,349.45	\$ 3,364,264.68	\$ 416,084.77	\$ -	\$ 3,780,349.45	\$ -	100.00%	\$ -

**Belton Independent School District**  
**Board of Trustee Meeting Agenda Item**

**December 15, 2025**

**Item:** Policy Update 126 – 2nd Reading

**Contact Person:** Dr. Malinda Golden

**Presented for:**  Action     Report Only

**Supporting Documents:**     None     Attached     Provided Later

**District Goal or Objective Addressed:**

Goal 1: Strengthen and support the engagement of all stakeholders in the pursuit of the BISD vision.

Goal 5: Maximize our use of resources for both current priorities and plans for the future.

**Background Information:**

Update 126 includes 28 (LOCAL) policy recommendations to address legislative changes and revisions based on updates to the Texas Administrative Code.

No local changes are proposed to the five (LOCAL) policies identified here. These policies underwent 1st reading at the Policy Committee Meeting on Monday, December 1, 2025.

1. DGBA(LOCAL) Personnel-Management Relations: Employee Complaints/Grievances
2. FA(LOCAL) Parent Rights And Responsibilities
3. FFF(LOCAL) Student Welfare: Student Safety
4. FFG(LOCAL) Student Welfare: Child Abuse and Neglect
5. FNG(LOCAL) Student Rights And Responsibilities: Student and Parent Complaints/Grievances

**Fiscal Implications:**

None.

**Administrative Recommendation(s):**

The Administration recommends that the Board approve the revised (LOCAL) policies as presented.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

**Other Complaint Processes**

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process has been followed:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with DIA.
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with DIA.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with DIA.
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

**Notice to Employees**

The District shall inform employees of this policy through appropriate District publications and on the District’s website.

**Informal Process**

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate campus or District administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

**Filing Deadlines**

If an employee has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

resolution during the process, the employee must file a complaint within 15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

**Deadline Extensions** All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

**Formal Process** An employee may initiate the formal process described below by timely filing a written complaint form.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the employee shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

**Option to Continue Informal Process** Even after initiating the formal complaint process, the employee is encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.

**Notice of Complaint** A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.

**Freedom from Retaliation** Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

<b>Whistleblower Complaints</b>	Whistleblower complaints shall be filed within the time specified by law and may be made beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]
<b>Complaints Against Supervisors</b>	Complaints alleging a violation of law by a supervisor may be made to the Superintendent. Complaints alleging a violation of law by the Superintendent may be submitted directly to the Board or Board's designee.
<b>Direct Communication with Board Members</b>	Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.
<b>General Provisions</b> Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three business days after the deadline.
Scheduling Hearings	The District shall make reasonable attempts to schedule hearings at a mutually agreeable time. If the employee fails to appear at a scheduled hearing, the District may hold the hearing and issue a decision in the employee's absence.
Decision	<p>A "decision" shall mean a written communication to the employee from the appropriate administrator that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.</p> <p>The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.</p> <p>A decision may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent</p>

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by U.S. Mail to the employee's mailing address of record. Mailed decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Representative

"Representative" shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent the employee in the complaint process.

The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three business days' notice to the District before a scheduled hearing, the District may reschedule the hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating  
Complaints

To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from an event or series of related events shall be consolidated.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and  
Appeal Forms

Complaints and appeals under this policy shall be submitted on a form provided by the District.

Copies of any documents that support the complaint should be included with the complaint form. If the employee does not have copies of these documents, copies may be presented at the Level One hearing. After the Level One hearing, the employee may supplement the record with additional documents or include additional claims.

Record

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by District personnel, and the decision.

Remand

A complaint or appeal form that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

<b>Assignment of Hearing Officer</b>	When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.
<b>Investigation</b>	The District may conduct an investigation at any level in the complaint process. If the District and the employee mutually agree, all deadlines shall be suspended during an investigation.
<b>Audio Recording</b>	As provided by law, an employee shall be permitted to make an audio recording of a hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.
<b>Complaint Levels</b>	At Level One, the appropriate hearing officer shall hold a hearing with the employee within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.
Level One	<p>The hearing officer shall provide the employee a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.</p>
Level Two	<p>If the employee did not receive the relief requested at Level One or if the time for a decision has expired, the employee may request a hearing at Level Two to appeal the Level One decision.</p> <p>The appeal notice must be filed in writing, on a form provided by the District, within 20 calendar days of the date of the Level One decision or, if no decision has been communicated to the employee, within 20 calendar days of the Level One decision deadline.</p> <p>After receiving notice of the appeal, the Level One hearing officer shall prepare and forward a record of the Level One complaint to the Level Two hearing officer and provide a copy of the Level One record to the employee.</p> <p>The Level One record shall include:</p> <ol style="list-style-type: none"><li>1. The original complaint form and any attachments.</li><li>2. Any other documents submitted by the employee at Level One.</li><li>3. If the complaint is against a District employee, the written response of the District employee, if any.</li></ol>

4. The decision issued at Level One and any attachments.
5. All other documents relied upon by the Level One hearing officer in reaching the Level One decision.

The hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the employee a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider the Level One record, any additional information provided prior to the Level Two hearing, and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two hearings, if any, shall be maintained with the Level One and Level Two records.

### Level Three

If the employee did not receive the relief requested at Level Two or if the time for a decision has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within 20 calendar days of the date of the Level Two decision or, if no decision has been communicated to the employee, within 20 calendar days of the Level Two decision deadline.

Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the employee whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

At least five business days before the Board or Board committee meeting, the Superintendent shall provide the employee a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. Any other documents submitted by the employee at Level Two.
4. The decision issued at Level Two and any attachments.
5. All other documents relied upon by the administration in reaching the Level Two decision.

The employee may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by Board members.

In addition to any other record of the meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from Board members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It shall make a decision no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The employee shall be provided a decision in accordance with this policy and state law.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process has been followed:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with ~~the DIA series~~.
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with ~~the DIA series~~.
3. Complaints concerning retaliation relating related to discrimination and harassment shall be submitted in accordance with ~~the DIA series~~.
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

**Notice to Employees**

The District shall inform employees of this policy through appropriate District publications and on the District’s website.

~~Guiding Principles~~  
**Informal Process**

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate campus or District administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

PERSONNEL-MANAGEMENT RELATIONS  
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DGBA  
(LOCAL)

~~Direct  
Communication with  
Board Members  
Employees shall not  
be prohibited from  
communicating with  
a member of the  
Board regarding  
District operations  
Formal Process  
communication  
between an  
employee and a  
Board member  
would be  
inappropriate  
because of a  
pending hearing or  
appeal related to the  
employee Filing  
Deadlines~~

If an employee has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the employee must file a complaint within 15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

An employee may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level. The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.~~

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the employee shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

Option to Continue  
Informal Process

Even after initiating the formal complaint process, the employee is encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.

<u>Notice of Complaint</u>	<u>A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.</u>
<b>Freedom from Retaliation</b>	Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.
<b>Whistleblower Complaints</b>	Whistleblower complaints shall be filed within the time specified by law and may be made <del>to the Superintendent or designee</del> beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]
<b>Complaints Against Supervisors</b>	Complaints alleging a violation of law by a supervisor may be made to the Superintendent <del>or designee</del> . <u>Complaint forms</u> , <u>Complaints</u> alleging a violation of law by the Superintendent may be submitted directly to the Board or <u>Board's</u> designee.
<u>Direct Communication with Board Members</u>	<u>Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.</u>
<b>General Provisions</b> Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, <del>including email and fax</del> , or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three <u>business</u> days after the deadline.
Scheduling <u>Conferences</u> <u>Hearings</u> <u>gs</u>	The District shall make reasonable attempts to schedule <u>conferences</u> <u>hearings</u> at a mutually agreeable time. If the employee fails to appear at a scheduled <u>conference</u> <u>hearing</u> , the District may hold the <u>conference</u> <u>hearing</u> and issue a decision in the employee's absence.
<u>Response</u> <u>At Levels One and Two,</u> <u>"response"</u> <u>Decision</u>	<u>A "decision"</u> shall mean a written communication to the employee from the appropriate administrator. <del>Responses that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to</del>

	<p><u>be provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.</u></p> <p><u>The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.</u></p> <p><u>A decision</u> may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed <del>responses</del><u>decisions</u> shall be timely if they are postmarked by U.S. Mail on or before the deadline.</p>
Days	<p><del>"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."</del></p>
<u>Representative</u> <del>Representative</del>	<p><del>"Representative" shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her</del> <u>the employee</u> in the complaint process.</p> <p>The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three <u>business</u> days' notice to the District before a scheduled <del>conference</del> <u>or hearing</u>, the District may reschedule the <del>conference or</del> hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.</p>
Consolidating Complaints	<p><del>Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file</del> <u>To promote efficiency in addressing complaints, the appropriate administrator shall determine if</u> separate or serial complaints arising from <u>any</u> event or series of <del>events that have been or could have been addressed in a previous complaint.</del></p> <p><del>When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.</del></p>
Untimely Filings	<p><del>All time limits shall be strictly followed unless modified by mutual written consent.</del></p> <p><del>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at</del></p>

	<p><del>any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness related events shall be consolidated.</del></p>
Costs Incurred	<p>Each party shall pay its own costs incurred in the course of the complaint.</p>
Complaint and Appeal Forms	<p>Complaints and appeals under this policy shall be submitted <del>in writing</del> on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be <del>attached to</del><u>included with</u> the complaint form. If the employee does not have copies of these documents, <del>they</del><u>copies</u> may be presented at the Level One <del>conference</del><u>hearing</u>. After the Level One <del>conference</del>, <del>no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference hearing, the employee may supplement the record with additional documents or include additional claims.</del></p>
<u>Record</u>	<p><u>A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by District personnel, and the decision.</u></p>
<u>Remand</u>	<p>A complaint or appeal form that is incomplete in any material aspect <del>may</del><u>shall</u> be dismissed but <del>may be refiled with all the required information if the refileing is within the designated time for filing.</del><u>refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.</u></p> <p><u>If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.</u></p>
<u>Assignment of Hearing Officer</u>	<p><u>When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.</u></p>
<u>Investigation</u>	<p><u>The District may conduct an investigation at any level in the complaint process. If the District and the employee mutually agree, all deadlines shall be suspended during an investigation.</u></p>
Audio Recording	<p>As provided by law, an employee shall be permitted to make an audio recording of a <del>conference or</del> hearing under this policy at</p>

which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

### Complaint Levels

#### Level One

~~Complaint forms must be filed:~~

~~8. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~

~~9. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.~~

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

~~Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator~~At Level One, the appropriate hearing officer shall hold a hearing with the employee within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the employee a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a ~~response decision~~ has expired, the employee may request a ~~conference with the Superintendent or designee hearing at Level Two~~ to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~20 calendar days of the date of the ~~written~~ Level One ~~response decision~~ or, if no ~~response was received, within ten~~ decision has been communicated to the employee, within 20 calendar days of the Level One ~~response decision~~ deadline.

After receiving notice of the appeal, the Level One ~~administrator hearing officer~~ shall prepare and forward a record of the Level One complaint to the Level Two administrator. ~~The employee may request hearing officer and provide~~ a copy of the Level One record ~~to the employee~~.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~Any other documents submitted by the employee at Level One.
3. ~~The~~if the complaint is against a District employee, the written response ~~of the District employee, if any~~.
- 3.4. ~~The~~ decision issued at Level One and any attachments.
- 4.5. All other documents relied upon by the Level One ~~administrator hearing officer~~ in reaching the Level One decision.

The ~~Superintendent or designee~~ shall schedule a conference ~~within ten~~ hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be limited to the issues and documents considered at Level One. At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference~~ hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~ hearing officer shall provide the employee a ~~written response decision~~ within ~~ten~~20 calendar days following the ~~conference~~. The ~~written response shall set forth the basis of the decision~~ hearing. In reaching a decision, the ~~Superintendent or designee~~ hearing officer may consider the Level One record, ~~any additional~~ information provided ~~at prior to~~ the Level Two ~~conference~~ hearing, and any other relevant documents or

Level Three

information the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.

If the employee did not receive the relief requested at Level Two or if the time for a response decision has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two response decision or, if no ~~response was received,~~ within ten ~~decision has been communicated to the employee, within~~ 20 calendar days of the Level Two response decision deadline.

~~The Superintendent or designee shall inform the employee of the date, time, and place of the Board~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the employee whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

~~The Superintendent or designee~~ At least five business days before the Board or Board committee meeting, the Superintendent shall provide the employee a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response Any other documents submitted by the employee at Level Two.

~~3.4.~~ The decision issued at Level Two and any attachments.

4.5. All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

~~The employee may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]~~

~~At the meeting, the~~ presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by ~~the Board~~. ~~The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.~~ members.

In addition to any other record of the ~~Board~~ meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from ~~the Board~~ members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. ~~If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The employee shall be provided a decision in accordance with this policy and state law.~~

PARENT RIGHTS AND RESPONSIBILITIES

FA  
(LOCAL)

**Parent Portal**

The District shall establish a parent portal on the District's website through which parents may submit comments to campus administrators, District administrators, and the Board.

The Superintendent shall develop administrative regulations related to the portal, including placement on the District or campus websites and how campus or District administrators are to address comments received from parents through the portal.

PARENT RIGHTS AND RESPONSIBILITIES

FA  
(LOCAL)

**Parent Portal**

The District shall establish a parent portal on the District's website through which parents may submit comments to campus administrators, District administrators, and the Board.

The Superintendent shall develop administrative regulations related to the portal, including placement on the District or campus websites and how campus or District administrators are to address comments received from parents through the portal.

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**Note:** See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

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The District shall notify a parent of a student with whom a District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an individual's alleged abuse or commission of an otherwise unlawful act with a student or involvement in a romantic relationship, or soliciting or engaging in sexual contact with a student.

**Notice of Suspected  
Criminal Offense**

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

---

**Note:** See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

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The District shall notify a parent of a student with whom ~~an educator~~ District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the ~~educator~~ individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification (SBEC) concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an ~~educator's~~ individual's alleged abuse or commission of an otherwise unlawful act with ~~the~~ a student or involvement in a romantic relationship, or soliciting or engaging in sexual contact with ~~the~~ a student.

**Notice of Suspected Criminal Offense**

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

**Program to Address  
Child Sexual Abuse,  
Trafficking, and  
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child  
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within 24 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of misconduct with a student, see FFF.]

**Oral Reports**

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

**Restrictions on Reporting**

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

**Making a Report**

Reports may be made to any of the following:

1. A law enforcement agency, as defined in law;
2. The Child Protective Services (CPS) division of DFPS at 800-252-5400 or the [Texas Abuse Hotline website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers. [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee

to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

**Confidentiality**

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law and the rules of the investigating agency.

**Immunity**

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

**Failing to Report Suspected Child Abuse or Neglect**

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities Regarding Investigations**

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

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<sup>1</sup> Texas Abuse Hotline website: <http://www.txabusehotline.org>

**Program to Address  
Child Sexual Abuse,  
Trafficking, and  
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child  
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within ~~48~~<sup>24</sup> hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of ~~educator~~\_misconduct with a student, see FFF.]

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

**Restrictions on Reporting**

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

**Making a Report**

Reports may be made to any of the following:

1. A ~~state or local~~ law enforcement agency, as defined in law;
2. The Child Protective Services (CPS) division of DFPS at 800-252-5400 or the [Texas Abuse Hotline website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers. [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee

to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

**Confidentiality**

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law and the rules of the investigating agency.

**Immunity**

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

**Failing to Report Suspected Child Abuse or Neglect**

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities Regarding Investigations**

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

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<sup>1</sup> Texas Abuse Hotline website: <http://www.txabusehotline.org>

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process has been followed:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with FFH.
2. Complaints concerning dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.

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11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Extracurricular  
Activity Complaints**

For a complaint concerning a student's participation in an extracurricular activity that does not involve a violation of a right guaranteed by Education Code Chapter 26, of a Board policy, or of a provision of Education Code Title II, the Level Two decision is final and may not be appealed to the Board.

**Notice to Students  
and Parents**

The District shall inform students and parents of this policy through appropriate District publications and on the District's website.

**Informal Process**

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other appropriate campus or District administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

**Filing Deadlines**

After Informal  
Process

If a student or parent has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the student or parent shall have the later of:

- Ninety calendar days to file a complaint from the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint; or

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- Thirty calendar days to file a complaint from the date on which the District provided information to the student or parent regarding how to file a grievance.

[See Formal Process, below]

**No Prior Informal Process**

If the student or parent has not engaged in the informal process, the student or parent shall have no more than 60 calendar days from the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance to file a complaint using the appropriate forms.

**Deadline Extensions**

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

**Formal Process**

A student or parent may initiate the formal process described below by timely filing a written complaint form.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, students and parents shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

A Board member shall be permitted to file a complaint under this policy, but, if the complaint is considered by the Board or Board committee, the Board member shall be prohibited from voting on the Board’s or Board committee’s decision.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

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Option to Continue Informal Process	Even after initiating the formal complaint process, the complainant is encouraged to seek informal resolution of their concerns. A complainant whose concerns are resolved may withdraw a formal complaint at any time.
Notice of Complaint	A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.
<b>Freedom from Retaliation</b>	Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.
<b>General Provisions</b> Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three business days after the deadline.
Scheduling Hearings	The District shall make reasonable attempts to schedule hearings at a mutually agreeable time. If a complainant fails to appear at a scheduled hearing, the District may hold the hearing and issue a decision in the complainant's absence.
Decision	<p>A "decision" shall mean a written communication to the complainant from the appropriate administrator that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.</p> <p>The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.</p> <p>A decision may be hand-delivered, sent by electronic communication to the complainant's email address of record, or sent by U.S. Mail to the complainant's mailing address of record.</p>

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Mailed decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.

**Representative** “Representative” shall mean any person who or organization that is designated by the complainant to represent the complainant in the complaint process. A student may be represented by an adult at any level of the complaint.

The complainant may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the complainant designates a representative with fewer than three business days’ notice to the District before a scheduled hearing, the District may reschedule the hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.

**Consolidating Complaints** To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from an event or series of related events shall be consolidated.

**Costs Incurred** Each party shall pay its own costs incurred in the course of the complaint.

**Complaint and Appeal Forms** Complaints and appeals under this policy shall be submitted on a form provided by the District.

Copies of any documents that support the complaint should be included with the complaint form. If the complainant does not have copies of these documents, copies may be presented at the Level One hearing. After the Level One hearing, the complainant may supplement the record with additional documents or include additional claims.

**Record** A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the complainant, documents determined relevant by District personnel, and the decision.

**Remand** A complaint or appeal form that is incomplete in any material aspect shall be refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

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**Assignment of  
Hearing Officer**

When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.

**Investigation**

The District may conduct an investigation at any level in the complaint process. If the District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

**Complaint Levels**

Level One

At Level One, the appropriate hearing officer shall hold a hearing with the complainant within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Level Two

If the complainant did not receive the relief requested at Level One or if the time for a decision has expired, the complainant may request a hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within 20 calendar days of the date of the Level One decision or, if no decision has been communicated to the complainant, within 20 calendar days of the Level One decision deadline.

After receiving notice of the appeal, the Level One hearing officer shall prepare and forward a record of the Level One complaint to the Level Two hearing officer and provide a copy of the Level One record to the complainant.

The Level One record shall include:

1. The original complaint form and any attachments.
2. Any other documents submitted by the complainant at Level One.
3. If the complaint is against a District employee, the written response of the District employee, if any.
4. The decision issued at Level One and any attachments.
5. All other documents relied upon by the Level One hearing officer in reaching the Level One decision.

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The hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider the Level One record, any additional information provided prior to the Level Two hearing, and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two hearings, if any, shall be maintained with the Level One and Level Two records.

Level Three

With the exception of complaints regarding extracurricular activities, described above, if the complainant did not receive the relief requested at Level Two or if the time for a decision has expired, the complainant may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within 20 calendar days of the date of the Level Two decision or, if no decision has been communicated to the complainant, within 20 calendar days of the Level Two decision deadline.

Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the complainant whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

At least five business days before the Board or Board committee meeting, the Superintendent shall provide the complainant a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The complainant may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.

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2. The notice of appeal from Level One to Level Two.
3. Any other documents submitted by the complainant at Level Two.
4. The decision issued at Level Two and any attachments.
5. All other documents relied upon by the administration in reaching the Level Two decision.

The complainant may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by Board members.

In addition to any other record of the meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the complainant or the complainant's representative, any presentation from the administration, and questions from Board members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It shall make a decision no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The complainant shall be provided a decision in accordance with this policy and state law.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process has been followed:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with ~~the~~ FFH series.
2. Complaints concerning dating violence shall be submitted in accordance with ~~the~~ FFH series.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with ~~the~~ FFH series.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.

STUDENT RIGHTS AND RESPONSIBILITIES  
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11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Extracurricular  
Activity Complaints**

For a complaint concerning a student's participation in an extracurricular activity that does not involve a violation of a right guaranteed by Education Code Chapter 26, of a Board policy, or of a provision of Education Code Title II, the Level Two decision is final and may not be appealed to the Board.

**Notice to Students  
and Parents**

The District shall inform students and parents of this policy through appropriate District publications and on the District's website.

**Guiding Principles  
Informal Process**

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other appropriate campus or District administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

**Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except Filing Deadlines**

If a student or parent has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the student or parent shall have the later of:

After Informal  
Process

- Ninety calendar days to file a complaint from the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint; or

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	<ul style="list-style-type: none"><li>• <u>Thirty calendar days to file a complaint from the date on which the District provided information to the student or parent regarding how to file a grievance.</u></li></ul>
<u>No Prior Informal Process</u>	<p>[See Formal Process, below]</p>
	<p><u>If the student or parent has not engaged in the informal process, the student or parent shall have no more than 60 calendar days from the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance to file a complaint using the appropriate forms.</u></p>
<u>Deadline Extensions</u>	<p><u>All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.</u></p>
<b>Formal Process</b>	<p>A student or parent may initiate the formal process described below by timely filing a written complaint form.</p> <p><del>Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.</del></p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.</p> <p><del>Freedom from Retaliation</del><u>The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, students and parents shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.</u></p> <p><u>If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.</u></p> <p><u>A Board member shall be permitted to file a complaint under this policy, but, if the complaint is considered by the Board or Board committee, the Board member shall be prohibited from voting on the Board’s or Board committee’s decision.</u></p> <p><u>If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint</u></p>

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	<p><u>form was received and immediately forward the complaint form to the appropriate administrator.</u></p>
<p><u>Option to Continue Informal Process</u></p>	<p><u>Even after initiating the formal complaint process, the complainant is encouraged to seek informal resolution of their concerns. A complainant whose concerns are resolved may withdraw a formal complaint at any time.</u></p>
<p><u>Notice of Complaint</u></p>	<p><u>A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.</u></p>
<p><u>Freedom from Retaliation</u></p>	<p>Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.</p>
<p><b>General Provisions</b> Filing</p>	<p>Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, <del>including email and fax,</del> or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three <u>business</u> days after the deadline.</p>
<p>Scheduling <u>Conferences Hearings</u></p>	<p>The District shall make reasonable attempts to schedule <u>conferences hearings</u> at a mutually agreeable time. If a <del>student or parent</del> <u>complainant</u> fails to appear at a scheduled <u>conference hearing</u>, the District may hold the <u>conference hearing</u> and issue a decision in the <u>student's or parent's complainant's</u> absence.</p>
<p><u>Response</u> <u>At Levels One and Two,</u> <u>"response" Decision</u></p>	<p><u>A "decision" shall mean a written communication to the student or parent complainant from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.</u></p>

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	<p><u>The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.</u></p> <p><u>A decision may be hand-delivered, sent by electronic communication to the complainant's email address of record, or sent by U.S. Mail to the complainant's mailing address of record. Mailed decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.</u></p>
Days	<p><del>"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."</del></p>
Representative	<p><del>"Representative" shall mean any person who or organization that is designated by the student or parent complainant to represent the student or parent complainant in the complaint process. A student may be represented by an adult at any level of the complaint.</del></p> <p>The <del>student or parent</del>complainant may designate a representative through written notice to the District at any level of this process. <del>If the student or parent</del><u>The representative may participate in person or by telephone conference call. If the complainant</u> designates a representative with fewer than three <u>business</u> days' notice to the District before a scheduled <del>conference or</del>hearing, the District may reschedule the <del>conference or</del>hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.</p>
Consolidating Complaints	<p><del>Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file</del><u>To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from anyan event or series of events that have been or could have been addressed in a previous complaint.</u></p>
Untimely Filings	<p><del>All time limits shall be strictly followed unless modified by mutual written consent.</del></p> <p><del>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness</del><u>related events shall be consolidated.</u></p>

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Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint.
Complaint and Appeal Forms	<p>Complaints and appeals under this policy shall be submitted <del>in writing</del> on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be <del>attached to</del><u>included with</u> the complaint form. If the <del>student or parent</del><u>complainant</u> does not have copies of these documents, copies may be presented at the Level One <del>conference</del><u>hearing</u>. After the Level One <del>conference</del>, <del>no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference</del><u>hearing, the complainant may supplement the record with additional documents or include additional claims.</u></p>
<u>Record</u>	<u>A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the complainant, documents determined relevant by District personnel, and the decision.</u>
<u>Remand</u>	<p>A complaint or appeal form that is incomplete in any material aspect <del>may</del><u>shall</u> be <del>dismissed but may be refiled with all the required information if the refileing is within the designated time for filing</del><u>refiled, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.</u></p> <p><u>If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.</u></p>
<u>Assignment of Hearing Officer</u>	<u>When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.</u>
<u>Level One</u>	<p>Complaint forms must be filed:</p> <ol style="list-style-type: none"><li><del>1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and</del></li><li><del>2. With the lowest level administrator who has the authority to remedy the alleged problem.</del></li></ol> <p><del>In most circumstances, students and parents shall file Level One complaints with the campus principal.</del></p>

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**Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator invest**  
**gation**

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

The District may conduct an investigation at any level in the complaint process. If the District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

At Level One, the appropriate hearing officer shall hold a hearing with the complainant within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

If the student or parent complainant did not receive the relief requested at Level One or if the time for a response decision has expired, the student or parent complainant may request a conference with the Superintendent or designee hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten 20 calendar days of the date of the written Level One response decision or, if no response was received, within ten decision has been communicated to the complainant, within 20 calendar days of the Level One response decision deadline.

After receiving notice of the appeal, the Level One administrator hearing officer shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request hearing officer and provide a copy of the Level One record to the complainant.

The Level One record shall include:

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1. The original complaint form and any attachments.
2. ~~All~~Any other documents submitted by the ~~student or parent~~complainant at Level One.
3. ~~The~~If the complaint is against a District employee, the written response ~~of the District employee, if any.~~
- ~~3.4.~~ The decision issued at Level One and any attachments.
- 4.5. All other documents relied upon by the Level One ~~administrator~~hearing officer in reaching the Level One decision.

~~The Superintendent or designee shall schedule a conference within ten~~hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference~~hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~hearing officer shall provide the ~~student or parent a written response within ten~~complainant a decision within 20 calendar days following the ~~conference. The written response shall set forth the basis of the decision~~hearing. In reaching a decision, the ~~Superintendent or designee~~hearing officer may consider the Level One record, any additional information provided at prior to the Level Two ~~conference~~hearing, and any other relevant documents or information the ~~Superintendent or designee~~hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two ~~conferences~~hearings, if any, shall be maintained with the Level One and Level Two records.

Level Three

With the exception of complaints regarding extracurricular activities, described above, if the ~~student or parent~~complainant did not receive the relief requested at Level Two or if the time for a ~~response~~decision has expired, the ~~student or parent~~complainant may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~20 calendar days of the date of the ~~written Level Two response~~decision or, if no ~~response was received,~~ within tendecision has been communicated to the complainant, within 20 calendar days of the Level Two ~~response~~decision deadline.

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~~The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board. Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.~~

~~After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.~~

~~The Superintendent shall inform the complainant whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.~~

~~The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent At least five business days before the Board or Board committee meeting, the Superintendent shall provide the complainant a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.~~

~~The Superintendent shall provide the Board the record of the Level Two appeal. The complainant may request a copy of the Level Two record.~~

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
- ~~3. The written response. Any other documents submitted by the complainant at Level Two.~~
- ~~3.4. The decision~~ issued at Level Two and any attachments.
- ~~4.5. All other documents~~ relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

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~~The complainant may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]~~

~~At the meeting, the~~ presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the ~~student or parent~~ complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by ~~the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.~~ members.

In addition to any other record of the ~~Board~~ meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the ~~student~~ complainant or ~~parent or the student's~~ the complainant's representative, any presentation from the administration, and questions from ~~the Board~~ members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision ~~orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The complainant shall be provided a decision in accordance with this policy and state law.